

**Louisville Fire Protection District
Board of Directors Regular Meeting
March 14, 2019**

In Attendance: Board members Abbott, Boven, Clemenson, Schmidt, Varra
Chief Willson

President Schmidt called the meeting to order about 7:15 p.m. The Pledge of Allegiance was recited. A Moment of silence was observed in honor of CSP Corporal Dan Groves who was killed in the line of duty yesterday. Roll call was taken and all board members were present. Board member Abbott moved to approve the minutes of the February 14, 2019 board meeting. Board member Clemenson seconded, motion carried.

Chief Willson reported he and Fire Marshal Mestas have been working with the City on more stringent requirements for open fire pits. The new requirements were discussed.

President Schmidt gave an update of the Station 2 remodel. A final inspection is scheduled for next week.

Chief Willson reported he and President Schmidt attended the city council meeting and presented a general overview of what we're trying to accomplish in our comprehensive plan update and possible mill levy increase. He thinks they are very supportive. A work session will probably be held in April. President Schmidt also met with the city manager and she didn't foresee any problem. Contact information for those interested in being on the task force should go to President Schmidt.

Chief Willson presented his report.

BC Melvin reported a traditional fire academy will be held in September or October. An informational meeting will be held in May.

Chief Willson met with the Red Rocks coordinator. He gave an update on paramedic programs and noted we offer ride-alongs only to Red Rocks.

Chief Willson proposed compensating our field instructors \$1.00 per hour more while they're doing it (about 500 hours). A discussion followed and there were no objections from the board.

A letter requesting official recognition of the Louisville Professional Firefighters, Local Union #5194 was received. President Schmidt gave it to our attorney who suggested other options that he has discussed with the Union lawyer. This will be discussed in executive session tonight.

President Schmidt reported on our computer issue which was related to a ransomware infection on Via Tek's network. We didn't lose anything, all of our computers are up and running.

Ambulance transport billing rates were discussed briefly. The board has not changed its position on charging out-of-district rates to people who do not reside in our district.

Performance statistics were reviewed.

There was discussion regarding maintaining only one official record of board meetings. Our attorney recommended and drafted Resolution No. 2019-002, To Establish a Policy for the Electronic Recording of the Public Portions of all Board Meetings and for the Destruction of Such Electronic Recordings. Board member Abbott moved to approve Resolution 2019-002. Board member Varra seconded,

motion carried.

Chief Willson presented the results of the membership surveys. After losing three paramedics, two separate surveys were conducted to gain feedback and suggestions from the career and volunteer members for a discussion of the future hiring process and culture of the workforce. He said he and the officers have come up with some solutions. Chief Willson proposed hiring six people instead of replacing three. Three firefighters would be taken off-line and sent to paramedic school which would allow them to concentrate on school and complete the program sooner. There was a lengthy discussion about this plan and other issues. Chief Willson will move ahead with his officers on an implementation plan. Then, the board will decide where to go from there. Board member Clemenson made a motion to move forward with hiring six employees. Board member Boven seconded, motion carried.

Financial Report

General Fund

Checking:

Old Balance	1/31/2019		\$ 323,785.33
Deposits			\$ 760,052.78
	January County Check	\$ 199,710.69	
	Ambulance Transports	51,464.99	
	Ambulance Subscriptions	185.00	
	Interest	3.74	
	(Ambulance Transport Late Payment)		
	US Bank General Fund	500,000.00	
	Money Market		
	Insurance Reimb	1,000.00	
	(Ambulance Repair Deductible)		
	Boulder County Hazmat	3,377.52	
	Response Authority		
	(OT/Backfill OT - 4Q2018)		
	CPR Class Fees	114.00	
	Plan Reviews	4,196.84	
New Balance			\$ 1,083,838.11
Disbursements			\$ 736,826.51
	Bills	\$ 695,329.10	
	Ambulance Transport	2,314.17	
	Refunds		
	Pension Fund - Jan Co Ck	39,183.24	
New Balance	2/28/2019		\$ 347,011.60

Reserve Fund:

(Includes Emergency Reserve and LOSA Accruals)

			\$ 2,591,895.22
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	US Bank Money Market	\$ 2,591,895.22	
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Other:

			\$ 86,818.62
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	Length of Service Accounts	\$ 86,818.62	
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Board member Abbott moved to approve the Financial Report. Board member Boven seconded, motion carried.

Bills

Comcast	High-speed internet - St 2	\$ 186.85
Comcast	Cable TV - St 2	10.53
Comcast	Cable TV - St 1	19.95
CenturyLink	Data bundle - St 3	589.81
Superior Machine	Snow removal	617.00
City of Louisville	Water/sewer - St 1	129.04
Bound Tree Medical	Medical supplies	756.47
Verizon Wireless	Cell phones service	938.92
Cintas Corporation #66	Mat, paper products	428.52
Comcast	High-speed internet - St 1	191.80
Superior Machine	Snow removal	617.00
Rotech Healthcare, Inc	Oxygen replacement tanks	75.00
Zoll Medical Corporation	AutoPulse case	34.82
Arrow International, Inc	Medical supplies	782.50
Galls	Boots, polo shirts	451.00
Colo Div Fire Prevention/Control	Exam	30.00
Firefighter Mattresses	Mattress covers	280.00
SameDay Office Supply	Station supplies	55.31
Construction Concepts, Inc	St 2 remodel	331,781.00
Bearcom	Portable radio repair	250.00
Equipment Savers Inc	Filled fuel tank - St 3	807.93
Colo Div Fire Prevention/Control	Exam	30.00
Advanced Breathing Air Systems	Annual service - St 3 compressor	838.15
Amy Robertson	Counseling sessions	320.00
Xcel Energy	Utilities	4,416.50
Eldorado Artesian Springs	Drinking water	301.45
Brighton Ford	A-F; oil change	61.95
Life Assist	Medical supplies	311.05
Superior Machine	Snow removal	280.00
Birch Communications	Phones - St 3	630.13
CTC Owners Association	Dues	183.47
US Bank	CC; monthly fees (Adobe Pro, Stamps.com, Amazon Prime, RingCentral), office/station supplies, banquet food, centerpieces & door prizes, dues, Surface Pro, postage, retirement party refreshments, supplies & centerpiece, thermometer, training	3,729.74
Home Depot	Mail box/post, ambulance supplies, training prop materials, loom & push plates	524.54
Via Tek	PC/network support, managed services, computer	2,077.00
Frontier Business Products	Color copy coverage	36.00
Morrell Printing Solutions	Business cards	61.42
SameDay Office Supply	Cleaning supplies	88.89
Louisville Auto Supply	DEF, TruFuel, cleaning supplies, wiper blade, floor dry	153.59
Western Disposal	Trash removal	350.75
Zoll Medical Corporation	CPR machine	14,295.74
Quality Tire Repair	E-C; tire repair	170.50
Kyle Callahan & Associates	Architectural services & appliances - St 2 remodel	9,483.00
SameDay Office Supply	Tide, Pledge	135.96
Black Smoke Shields	Helmet shields	3,250.00

WEX Bank	Fuel - fleet	\$ 596.57
City of Louisville	Water/sewer - St 2	100.84
City of Louisville	Water/sewer - St 3	211.80
Galls	Pants, flag patches	224.87
Boulder County Fire Chiefs Assn	Dues	100.00
Firefighter Mattresses	Mattresses	2,872.00
Pinnacol Assurance	Workers compensation	19,412.00
US Bank	Service fees	58.50
IRS	Medicare Hospital Insurance	3,038.29
PERA	Employer contribution – January	25,038.36
PERACare	Health insurance – January	27,051.22
Intuit	Payroll service fee - February	163.75
John Willson	Wages	10,238.38
Chris Mestas	Wages	7,348.80
Jackie Fry	Wages	7,616.00
DeAnne Wixson	Wages	2,760.00
James Medina	Wages	2,050.43
James Bage	Wages	8,349.96
Adam Bowler	Wages	9,867.00
Brian Brindisi	Wages	7,444.04
Christopher Bussard	Wages	6,880.92
Codi Courtney	Wages	6,869.52
Jesse Hickox	Wages	7,244.64
Nicholas Houston	Wages	7,897.08
Brian Jackson	Wages	7,238.40
McKinley Land	Wages	6,109.08
Cassidy Lear	Wages	8,839.44
Grant Medina	Wages	6,383.48
Chris Melvin	Wages	12,635.00
Victor Oliveira	Wages	7,131.12
Jason Rogers	Wages	9,209.20
Timothy Rossette	Wages	8,179.56
Brian Saxon	Wages	8,251.90
Diane Schroeder	Wages	11,095.48
Jeff Schuppe	Wages	10,522.48
Dustin Sieve	Wages	7,847.72
Steven Soklin	Wages	7,645.04
Shawn Stark	Wages	8,728.23
Michael Twist	Wages	6,842.16
John Udden	Wages	9,442.40
Brian Waselko	Wages	8,167.32
Chris Whitson	Wages	6,487.84
Terri Abbott	2/14/19 Board meeting	75.00
Larry Boven	2/14/19 Board meeting	75.00
Shawn Clemenson	2/14/19 Board meeting	75.00
Chris Schmidt	2/14/19 Board meeting	75.00
Wayne Varra	2/14/19 Board meeting	75.00
TOTAL		<u>\$ 695,329.10</u>

Board member Abbott moved to approve the payment of the bills. Board member Boven seconded, motion carried.

The Station 2 remodel expenses were reviewed.

The ambulance replacement was discussed. Chief Willson said it usually takes 10-12 months to get a new ambulance. The board prefers taking delivery in early 2020.

The board went into executive session pursuant to C.R.S. § 24-6-402(4)(e), "Determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators." When the meeting resumed President Schmidt said during executive session they were given and discussed a draft document that was presented to them by our attorney. Board member Abbott moved to approve the draft document (MOU) as presented. Board member Boven seconded, motion carried. President Schmidt reminded the board that this is a confidential document.

With no further business, it was moved and seconded to adjourn. Motion carried.

Respectfully submitted,

Jackie Fry, Secretary