

**Louisville Fire Protection District
Board of Directors Regular Meeting
April 24, 2023**

In Attendance: Board members Carter, DuBay, Lechner, Milanski, Varra
Chief Willson, BC Schuppe
Fire Marshal Mestas, HR Director Jackson (ZOOM)
Attorney Ross

The meeting was held at Fire Station #2, 895 Via Appia Way and also broadcast via ZOOM.

President Milanski called the meeting to order at approximately 7:00 p.m. The Pledge of Allegiance was recited. Roll call was taken and all Board members were present with the exception of Board member Carter, who arrived later. HR Director Jackson attended via Zoom.

Board member DuBay moved to approve tonight's agenda. Board member Varra seconded, motion carried. Board member DuBay moved to approve the consent agenda. Board member Lechner seconded, motion carried.

Financial Report

General Fund

Checking:

Old Balance	2/28/2023		\$ 673,279.82
Deposits			\$ 3,194,146.00
	February County Check	\$ 2,528,972.23	
	Ambulance Transports	127,158.80	
	Interest	3.34	
	(Late Transport Payment)		
	Ambulance Subscriptions	485.00	
	US Bank General Fund	500,000.00	
	Money Market		
	City of Lafayette	340.00	
	(SCBA Pack Rental - Jan & Feb)		
	Boulder County Hazmat Response Authority (OT/Backfill OT - 4Q2022)	1,354.63	
	Meritain Health	907.05	
	(Returned Ambulance Transport Overpayment Refund)		
	Tow Reimbursement	415.00	
	Benevity Causes	2,476.05	
	(Epperson -Donation to FF Fund)		
	Fuel Tax Refund	244.20	
	CPR Fees	316.52	
	Report Copies	45.63	
	Tom Lamm	100.00	
	(Donation)		
	Plan Reviews	31,327.55	

New Balance		\$ 3,867,425.82
Disbursements		\$ 2,220,887.09
	Bills	\$ 685,378.30
	US Bank General Fund	1,500,000.00
	Money Market	
	Matthew Calnan (LOSA Payout)	11,224.51
	Kevin Epperson (LOSA Payout)	17,551.21
	Surf Thompson (LOSA Payout)	1,916.67
	Donation to Vol FF Fund (Epperson, Benevity Causes)	1,165.20
	Ambulance Transport	3,651.20
	Refunds	
New Balance	3/31/2023	\$ 1,646,538.73
Reserve Fund: (Includes Emergency Reserve)		\$ 7,654,485.20
	US Bank Money Market	\$ 7,654,485.20
Other:		\$ 1,205,880.36
	Capital Reserve	\$ 1,205,880.36

Board member DuBay brought up that at the last meeting Board member Carter stated a roll call vote (adding funding for the Deputy Chief position for a six-month period) at the special meeting in December wasn't in the minutes. Chief Willson clarified that this was recorded in the November 8, 2023 special meeting minutes.

Board member Lechner brought up tuition reimbursement. She stated there was some confusion regarding tuition reimbursement – what was personal tuition and what the District was paying for. She said maybe there's a way that we can track it so we can celebrate some of the things the members are doing to improve themselves. She thinks that would be good, and the other part of that is that the signers get the checks before they are approved by the board and she suggested they take a step and approve the tuition reimbursement before signing the checks. Director Jackson recommended the board review the initial request because that is the maximum amount of money they are requesting for the class. Discussion followed. Clarification of training expenses was discussed. Chief Willson suggested adding this and accomplishments in the training report, ~~and~~ BC Schuppe explained the current training approval process. The board agreed to adding this information to the training report and no changes to the way other checks are signed.

Chief Willson reported that our Administrative Assistant ~~Willson re~~researched charges for copies of ~~ed~~ what other agencies are charging for copies of EMS records and reports and found that most departments do not charge patients for these copies. Our billing company doesn't either. The workload and time that it took in the past is reduced now because they are electronic. The District will still charge attorney offices and record request companies at \$16.50 per report. Chief stated the revenue from these copies is about \$42.00 for the whole year, so staff is requesting board direction on this. President Milanski made a motion that we discontinue charging for copies of EMS reports to patients. Board member DuBay seconded, motion carried.

The strategic plan was reviewed.

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Fire Marshal Mestas gave an update on the Marshall Fire rebuilds. The permitting process was expected to take five years and he said the City thinks they are way ahead of the game.

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HR Director Jackson reported the Fire Marshal position is posted. We will also have Firefighter lateral. The conversations regarding succession planning that include the Deputy Chief and other positions we're filling now and will be filling in the future are going well. We also have improved engagement scores, with one more year on the contract. HR Director Jackson is partnering with Employers Council to get our Employee Handbook updated and do a benefits package evaluation to see if we can offer additional benefits and save money. We are on our last phase of our Emotional Intelligence training in May for all three crew shifts.

Chief Willson made announcements -

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Physicals through Life Scan 3/28-3/31 & 4/3-4/5 The emergency road planned for the Monarch schools is installed and the gates are up the keys have been given to the right people, and they will be talking about this more tomorrow at a meeting.

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We are covering some Mountain View stations because they have a funeral tomorrow. Banquet 4/21

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We will be attending the Fallen Firefighter Memorial on 4/29, we always attend because John Bollinger is on that memorial

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Next portion of we have been attending the disaster series through the City of Louisville including FLA, facilitated learning analysis, and what we have learned - mainly the fire behaviors and those kind of items 4/20 with the City and Town of Superior, last week we went over the facilitated learning analysis. It was well attended.

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May 3, Chief is on the Has final copy of the Community Risk Assessment and Standards of Cover which he can send electronically to the board

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Community Wildfire Protection Plan. That is where the County is updating their CWPP. He is on the steering committee.

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-The Taste of Louisville will be a little different this year. They are having a community dinner on Friday night and a gathering on Saturday (on Main St). Touch-a-Truck will be at the Rec Center on 6/3.

-Board work session will be on May 9.

President Milanski asked if we've received any feedback from CRS. Chief said we haven't. He would like a report at the next meeting. Board member Varra stated he didn't get a ballot. He said he has called and called them and left messages and talked with people and they don't call back. Chief Willson said he will contact them tomorrow.

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Fire Marshal Mestas presented his report.

HR Director Jackson stated the only change to her report is that the start date for the Fire Marshal is 8/7 and the anticipated start date for the Lateral Firefighter is 8/14. The Memorial Scholarship winner has been selected and will be announced after she has spoken to him/her.

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Chief Willson reported that BC Schroeder is retiring from the Department. There will be a closing out ceremony at 7 a.m. on 5/8.

Board member DuBay suggested having a quarterly or mid-year review with Chief Willson in executive session. The board will be at least one.

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Attorney Ross presented the legislative tracker and reported on a few highlights.

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~~There are 38 bills and 20 of them are in appropriations.~~

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<u>Bills</u>		
Bound Tree Medical	Medical supplies	\$ - 219.98
TargetSolutions Learning	Membership fees	6,648.33
Daily Dispatch	Employment listing	575.00
Nick Houston	Reimb - boots	386.55
Roth Medical	Replacement oxygen tanks	165.00
Joshua Schmidt	Reimb - training equipment	129.95
Eagle Engraving Inc	Awards	521.95
ViaTek	PC/network and phone support	990.00
Municipal Emergency Services	Foam	804.90
3Hundred Training Group LLC	PALS training	125.00
Timothy Rossette	Reimb - conference registration	549.00
Xcel Energy	Utilities	5,884.72
Community Resource Services of Colo	Election services	1,870.50
3Hundred Training Group LLC	Monthly training	900.00
Timothy Rossette	Reimb - conference expenses	175.15
STP Concrete	New pad - St 3	30,530.00
Verizon Wireless	Cell phone service	\$- 1,368.84
ImageTrend, Inc	Annual fees	2,969.97
Coal Creek Ace Hardware	Station supplies, rope	65.75
West Direct Equipment Savers	Filled fuel tank - St 3	2,882.21
Samiyyah Jackson	Reimb - conference airfare	390.96

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Gladfelter Insurance Group (GSB)	Life insurance renewal	20,629.12
Diane Schroeder	Reimb - hotel & food for iDELP meeting	913.34
Station Automation Inc	PSTrax annual renewal fees	4,987.50
Advanced Breathing Air Systems, LLC	Annual service & air tests	2,481.80
Twins at a Time	Trauma bears	510.00
Joshua Schmidt	Reimb - conference registration & airfare	716.52
Western Disposal	Trash removal	519.50
WEX Bank	Fuel - fleet	1,355.77
CenturyLink	Data bundle - St 3	624.20
Galls	Pants	172.21
Bound Tree Medical	Medical supplies	1,802.13
US Bank	CC; monthly fees (Adobe Pro, Stamps.com, Ring Central), office/station/ training/ medical supplies, postage, water & sewer, high-speed internet, legal fees, apparel, meals, snacks, A-E, A-F, A-I oil changes, training courses & conferences, dues, safety cloud service subscription, snow removal, engraving plaques, animal control pole, CO/smoke detectors, flowers, recharge extinguisher, pest control service, EMS gifts, testing waiver application	21,034.27
Tribbett Agency	Insurance renewal	2,663.00
University Auto Parts	Car Wash, Tire Care, ice melt, degreaser, DEF, Gojo, floor dry, clamps, hose, windshield fluid	1,083.80
Colo Div of Fire Prevention & Control	Exams	90.00
Colo Prof Rescue Training & Education	PALS refresher	1,035.00
ViaTek	PC/network support, managed services	3,919.91
Municipal Emergency Services	SCBA flow tests	6,626.88
TargetSolutions Learning	Vector scheduling	1,950.00
A Path Forward	Counseling session	80.00
Restore Counseling	Counseling sessions	250.00
McKinley Land	Reimb - Tuition reimbursement	1,134.00
Andrea Crass	Reimb - Paramedic school books	140.92
Eco Snow Removal	Snow removal	1,625.00
Jonathan Contreras	Snow removal	\$ 720.00
DIRECTV	TV - St 3	87.99
Foster Emergency Medicine LLC	Medical direction	7,540.45
Pinnacol Assurance	Workers compensation	23,536.00
Health Equity, Inc	FSA administrative fees	81.50
US Bank	Service fees	97.85
IRS	Medicare Hospital Insurance	5,567.92
PERA	Employer contribution – February	58,069.34
PERACare	Health insurance – February	\$ – 55,692.24
Employee 9420	Fire Chief	13,318.38
Employee 3126	Fire Marshal	10,462.38
Employee 3946	Finance Director	10,164.80
Employee 8219	Captain	10,016.00

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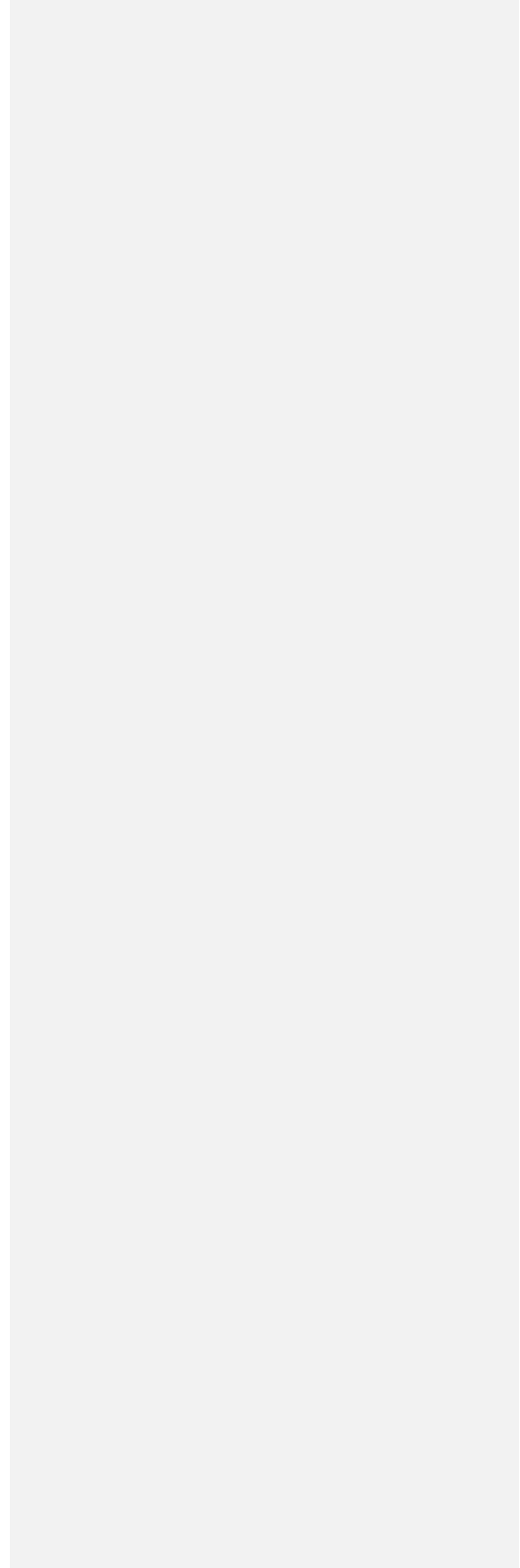
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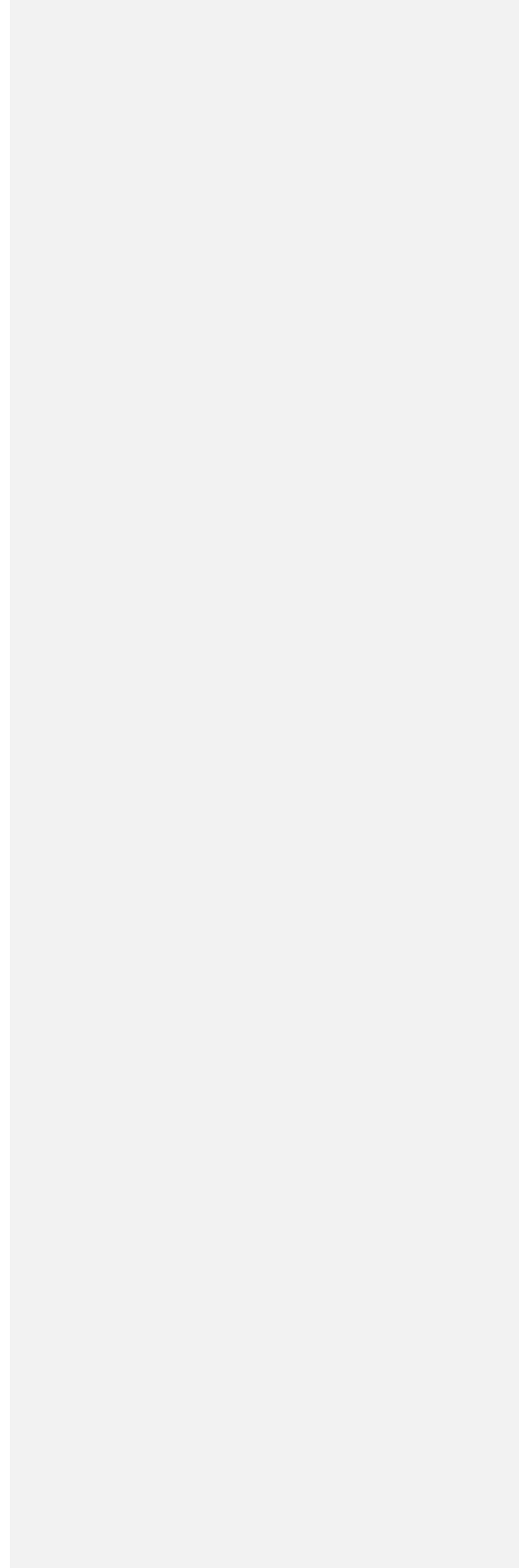
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Employee 4765	Human Resources Director	8,878.38
Employee 6587	Captain	10,408.00
Employee 7386	Administrative Assistant	3,889.60
Employee 5843	Fire Inspector	5,382.40
Employee 5154	Engineer	8,391.26
Employee 6028	Lt	11,623.27
Employee 1525	F1	7,842.66
Employee 5722	Engineer	2,649.44
Employee 5768	F3	8,188.42
Employee 7544	P4	6,061.46
Employee 9636	P4	6,001.54
Employee 8275	F1	7,007.36
Employee 9247	F1	10,768.11
Employee 3841	F2	6,888.78
Employee 6492	F2	8,940.64
Employee 2178	Lt	10,933.63
Employee 3296	P1	8,628.08
Employee 4176	Engineer	10,274.22
Employee 1347	F1	7,988.04
Employee 8327	P4	7,166.94
Employee 6173	P4	6,776.23
Employee 3169	P1	8,461.90
Employee 4267	P1	8,864.06
Employee 7412	F2	7,377.98
Employee 8820	P2	9,122.35
Employee 9627	Engineer	9,437.18
Employee 6829	Battalion Chief	13,827.38
Employee 7683	F4	6,473.66
Employee 8716	P4	6,392.14
Employee 5583	F2	6,607.53
Employee 9728	Engineer	8,821.74
Employee 6253	Lt	9,465.85
Employee 8527	Lt	9,047.81
Employee 7642	Engineer	9,740.60
Employee 9138	F-Entry	6,688.43
Employee 4798	Battalion Chief	12,674.99
Employee 2017	Battalion Chief	15,382.85
Employee 3904	Lt	10,555.70
Employee 6479	Lt	10,245.38
Employee 9641	P4	6,346.57
Employee 6938	F2	6,460.19
Employee 4724	P1	8,432.07
Employee 4085	Board member	75.00
Employee 3721	Board member	75.00
Employee 9357	Board member	\$ 75.00
Employee 6288	Board member	\$ - 75.00
Employee 7418	Board member	75.00
Volunteer 9237	Special project	35.00
TOTAL		\$ -685,378.30

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Board member ~~Carter~~~~DuBay~~ moved to approve payment of the bills. Board member ~~DuBay~~~~Lechner~~ seconded, motion carried.

President Milanski moved to go into executive session regarding negotiation of 2024 Collective Bargaining Agreement and to receive status report on prior personnel matter pursuant to C.R.S. 24-6-402(4)(e) and (f). Board member Carter seconded, motion carried.

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When the meeting resumed, President Milanski stated during the executive session they discussed the collective bargaining agreement and a prior personnel matter.

Board comments -

Board member Carter reported he attended the stakeholders meeting for the wildfire tax 1B. He said any funds left over will be subject to grants. So, we can put in for wildfire stuff and really any public stuff. Chief Willson added – the ambulance, some equipment. He said that tax goes down by half in 5 years.

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Board comments -

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Board member Varra said he will call in for the 5/9 work session. He will be out of town.

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There was discussion on the proceedings of the first meeting with the new board.

~~President Milanski said that at the last City Council meeting he went to there was a side discussion asking about the status of the Department's relationship with the City. He recommended the board have a strategy session to discuss changes the District could face in terms of its structure if there was a move to try to absorb us. There was discussion and it will be an item for consideration when the new board discusses priorities.~~

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Future Agenda Items -

~~With no further business, it was moved and seconded to adjourn. Board member DuBay moved to adjourn. Board member Varra seconded. Motion carried.~~

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Respectfully submitted,

Jackie Fry, Secretary