

**Louisville Fire Protection District
Board of Directors Regular Meeting
September 25, 2023**

In Attendance: Board members Boven, Brown, Carter, Lechner
Chief Willson, Lt Bowler
Fire Marshal Henderson
HR Director Jackson, Finance Director Fry (Zoom)
Attorney Ross
Retired Firefighters Chris Schmidt & Wayne Varra

Excused: James DuBay

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

President Pro Tem Lechner called the meeting to order at approximately 7:15 p.m. The Pledge of Allegiance was recited. Roll call was taken and all Board members were present with the exception of James DuBay, who was excused. Board member Carter attended via Zoom.

There were no changes to the agenda. Board member Carter moved to approve the agenda. Board member Brown seconded, motion carried. Board member Boven brought up having a moment of silence for Bill Ryan, past chief and retired firefighter. This was done during new business.

Board member Brown moved to approve the consent agenda. Board member Boven seconded, motion carried.

Financial Report

General Fund

Checking:

Old Balance	7/31/2023		\$ 2,007,808.68
Deposits			\$ 177,174.46
	July County Check	\$ 90,022.49	
	Ambulance Transports	63,447.60	
	Ambulance Subscriptions	255.00	
	Fuel Tax Refunds	546.03	
	Boulder County Hazmat Response Authority (OT/Backfill OT - 1Q2023)	4,125.70	
	Boulder County Hazmat Response Authority (OT/Backfill OT - 2Q2023)	6,836.84	
	Downtown Business Assn (2023 Street Faires)	2,520.00	
	Benevity Causes (Epperson -Donation to FF Fund)	4,660.80	
	Plan Reviews	4,760.00	
New Balance			\$ 2,184,983.14

Disbursements		\$ 653,569.59
	Bills	\$ 649,818.13
	Ambulance Transport	1,751.46
	Refunds	
	Christine Ryan	2,000.00
	(Death/Funeral Benefit-William Ryan)	
New Balance	8/31/2023	\$ 1,531,413.55
Reserve Fund:		
(Includes Emergency Reserve)		\$ 9,357,850.74
	US Bank Money Market	\$9,357,850.74
Other:		\$ 1,106,037.37
	Capital Reserve	\$1,106,037.37

Chief Willson introduced Chris Schmidt, a retired volunteer firefighter and former member of the board of directors of the District, who requested the board consider renaming the training center at Station 3 in honor of Past Chief Bill Ryan who passed away on August 8, 2023. He described Bill's dedication to training. To facilitate this, Chris said he will donate \$500 to re-sign Station 3. There was discussion. Board member Boven expressed his support and made a motion to rename the training center. Board member Brown also commented that whatever name is up there, there are a lot of great past chiefs and so by naming this exclusively for Bill we preclude an opportunity to honor any other chiefs that may need to be honored in the future, or are there other ways to honor them, or should we make it more inclusive in anticipation of some of the greats following in Bill's footsteps. Chris agreed there were some outstanding chiefs in that area including Wayne Varra, but the thing that stood out for him was how much of a proponent Chief Ryan was in the days when that advanced training was an unpopular subject within the Department and thoroughly unpopular with City Council. He was a big proponent of that and he pushed it and pushed it. Board member Brown said he would be honored to support this proposal and moved to authorize the Chief to take whatever steps are necessary to rename the training tower the William B. Ryan Training Tower. Board member Carter seconded, motion carried.

Chief Willson presented the Strategic Plan update. Board member Boven said he would like to bring up more outreach in terms of the ambulance service program. He knows it's already on our website but would like to propose that we come up with some other ways to publicize that within the community and also our CARES program as well. Chief Willson will be bringing information on the CARES program to the board early next year. Board member Boven suggested brochures and flyers for the ambulance service program. Board member Carter wondered what the legal requirements around that is. As far as spending money to advertise on that stuff or distribute it more because it's use of the ambulance. There was discussion.

Announcements –

- Chief Willson will be in Colorado Springs for a conference 10/3 – 10/6
- Grassland mitigation on Davidson Mesa on 10/7
- Leadership conference on 10/17 – 10/20

Fire Marshal Henderson presented her report.

HR Director Jackson presented her monthly report and reported the HR intern has started. She gave an update on the FAMLI Act, internal promotions, and PERACare open enrollment. The Captain position is on hold, Chief Willson will evaluate it.

There was discussion regarding preliminary tax revenue projections.

Attorney Ross gave an update on 2024 budget deadlines. The budget must be adopted by 12/31/23 even if Proposition HH passes.

	<u>Bills</u>	
Xcel Energy	Utilities	\$ 3,289.40
Bound Tree Medical	Medical supplies	1,818.79
Home Depot	Equipment for new engine, wasp spray, light bulbs, Cascade, Affresh, Swiffer kit, disinfectant wipes, drill bits, extension, ratchet, plug ends	735.21
Life Assist	Medical supplies	1,881.10
Knox Company	Kox Connect license	1,298.00
University Auto Parts	Car wash, floor dry, DEF, Trufuel, concrete degreaser, Tire Care, Purple Power, head-light, windshield washer fluid	220.94
Green Valley Lawn Service	Lawn maintenance	1,120.00
SafeRack	Wire cage	7,175.00
ROI Fire & Ballistics Equipment, Inc	Helmets	1,604.00
DH Pace	Bay door antenna extension kits - St 2 & St 3	2,248.71
Suburban Toppers	Topper for new BC vehicle	3,695.00
Fire & Police Selection, Inc	Fire promotional assessment package	1,548.75
Mountain View Fire Protection District	T-A, M-B; repairs	18,636.23
NFPA	Code books	3,043.17
TG Technical Services	MultiRae monitor	1,345.11
Colo Div-Fire Prevention & Control	Exam	30.00
WEX Bank	Fuel - fleet	1,726.80
Rocky Mountain CPR and First Aid	Prepaid BLS ecards	540.00
Instant Imprints	T-shirts, sweatshirt, shorts, embroidery	2,083.15
ViaTek	PC/network/phone support; managed services	3,344.44
Tribbett Agency	2023 Escape to insurance coverage	740.00
Restore Counseling	Counseling sessions	375.00
West Direct Equipment Savers	Filled fuel tank - St 3	3,515.78
DIRECTV	TV - St 3	87.99
Shawn Stark	Reimb - Conference Lodging	840.88
Thomas Gillis	Reimb - Conference/training class registrations	150.00
Verizon Wireless	Cell phone service	1,520.38
Timothy Rossette	Reimb - ImageTrend conference expenses	173.34
Dustin Sieve	Tuition reimbursement	1,787.31
Western Disposal	Trash removal	661.25
CenturyLink	Data bundle - St 3	678.58
Pinnacol Assurance	Workers compensation	22,628.00
Health Equity, Inc	FSA administrative fees	81.50

US Bank	Service fees	\$ 87.65
IRS	Medicare Hospital Insurance	5,787.28
PERA	Employer contribution – July	56,968.29
PERACare	Health insurance – July	46,875.05
Employee 9420	Fire Chief	13,318.38
Employee 3126	Fire Marshal	13,077.98
Employee 3126	TOWP payout	36,618.40
Employee 3946	Finance Director	10,164.80
Employee 2416	Fire Marshal	7,076.40
Employee 8219	Captain	10,016.00
Employee 4765	Human Resources Director	8,878.38
Employee 6587	Captain	10,993.48
Employee 7386	Administrative Assistant	3,889.60
Employee 5843	Fire Inspector	5,634.70
Employee 4896	F4	1,394.80
Employee 5154	Engineer	8,101.24
Employee 6028	Lt	9,375.70
Employee 1525	F1	7,632.94
Employee 5768	F2	8,651.55
Employee 7544	P4	6,181.46
Employee 9636	P3	7,758.32
Employee 8275	F1	7,711.24
Employee 9247	F1	8,639.80
Employee 3841	F2	6,856.62
Employee 6492	F2	9,971.44
Employee 2178	Lt	11,106.44
Employee 3296	Engineer	8,209.54
Employee 4176	Engineer	9,339.72
Employee 1347	F1	9,357.54
Employee 8327	P4	6,181.30
Employee 6173	P4	6,138.25
Employee 3169	Lt	9,281.79
Employee 4267	P1	6,368.45
Employee 4267	TOWP payout	14,926.56
Employee 7412	F2	8,338.40
Employee 8820	P2	11,004.20
Employee 9627	Engineer	9,197.66
Employee 6829	Battalion Chief	12,249.78
Employee 7683	F4	6,385.54
Employee 8716	P4	10,825.45
Employee 5583	F3	7,773.16
Employee 9728	Engineer	10,724.70
Employee 6253	Battalion Chief	12,168.62
Employee 8527	Lt	11,836.06
Employee 7642	Engineer	7,870.70
Employee 9138	F-4	5,521.91
Employee 2017	Battalion Chief	12,186.65
Employee 3904	Lt	11,921.29
Employee 6479	Lt	12,511.35
Employee 9641	P4	6,938.98

Employee 4724	P1	\$ 8,293.78
Employee 8637	Board member	150.00
Employee 5579	Board member	75.00
Employee 4085	Board member	150.00
Employee 3721	Board member	150.00
Employee 9357	Board member	150.00
Volunteer 5269	Special project	100.00
Volunteer 9457	Special project	<u>100.00</u>
TOTAL		\$ 649,818.13

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

A work session was set for 10/9/23 @ 6:00 p.m. The topics will be board goals and the proposed 2024 budget.

Future agenda items – Renaming the training tower

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

Respectfully submitted,

Jackie Fry, Secretary