

# STRATMOOR HILLS FIRE PROTECTION DISTRICT

## Board Meeting Agenda

November 14, 2018

3:00 p.m.

### I. Approval of Previous Board Meeting Minutes

Regular Board Meeting Minutes for October 17, 2018 –

### II. Approval of Agenda

### III. Public Comment

### IV. Unfinished Business:

### V. New and Miscellaneous Business:

#### **Fire Chief Report** – *Informational Item (Anstine)*

- Annual Alarms by month
- October Calls per District
- Status reports
  - Apparatus - see attached informational sheet
  - Chiefs notes – see attached informational sheet
  - Training (responsibility assigned to – Driver McDaniels)
  - Inspections (responsibility assigned to – Mark Stanwood)
  - Recruiting (responsibility assigned to – Karen Howard)
  - Gear (responsibility assigned to – Driver Bosch while Driver Erlandson is on leave)
  - EMS (responsibility assigned to Driver Moscoso)

#### **Administrative Chief Report** – *Informational Item (Barrett)*

- At the October Board of Directors meeting, Chief Barrett informed the Board that Total Roofing would be starting November 4, 2018 to install the new roof. Dustin from Total Roofing has encountered some problems with what was previously installed and what SDA wants to approve, therefore, he is bringing in another roofing inspector to do some testing and reports so that he may send those to SDA for approval. Chief Barrett will continue to keep the Board of Directors informed.

#### **F-1** - 2019 Proposed Budget and Public Hearing – *Informational Item (Barrett)*

Colorado Statutes require a public hearing be held to provide the public an opportunity to comment on the proposed 2019 Budget. The hearing has been properly posted and published and is now open for public comment. At this time members of the public are invited to question or make comments on the proposed budgets.

**F-2 - Employee Christmas Bonus – Action Item (Barrett)**

In past years the Board of Directors has graciously provided a Christmas bonus to the full-time employees and I propose the Board continue this practice as an expression of appreciation for the employees' hard work and dedication throughout the year. This year we have hired three (3) new employees and two (2) employees have been out on Medical disability. The Board of Directors received a spreadsheet with the amounts given to each employee for consideration and it is Chief Barrett and Chief Anstine's recommendation to give a pro-rated amount to the three (3) new employees and the two (2) employees that have been out on disability.

Recommended motion "...to approve a Christmas bonus for each full-time employee of the District based off of the recommended amounts presented on the spreadsheet....."

**F-3 – Christmas Party – Informational Item (Anstine/Barrett)**

The annual Department Christmas party will be held on Friday, December 7, 2018 starting at 6:00 pm at the Double Tree Hotel. Please RSVP to Dottie no later than Monday, November 30, 2018.

**F-4 - Department members Kids Christmas Party – Informational Item – (Anstine/Barrett)**

The annual Department members Kids Christmas Party will be Thursday, December 6, 2018 starting at 6:00 pm here at the Fire Station. Santa and Mrs. Claus will be present to give each of the kids a little something after the kids decorate Sugar cookies for them. All Board members are welcome to attend this event.

**F-5 - V-10 Volunteer Member/Recruit Annual Stipend Policy Update – Action Item – (Anstine / Barrett)**

Chief Anstine decided at the October Board of Directors meeting to table this matter and bring it forth this month. Chief Anstine will inform the Board of Directors that he presented a new stipend policy to the volunteers who like it and are very excited about the policy change. Chief has made some changes and had the Attorney for the Fire District review it and now he would like the Board to approve the policy change on the first reading.

Recommended motion" "...to approve the V-10 Volunteer Member/Recruit Annual Stipend Policy on the first reading...."

**F-6 - CE–2 Career Employee Compensation Policy Update – Action Item (Anstine / Barrett)**

Chief Anstine presented this policy update to the Board of Directors at the October meeting and after several corrections were made staff is now requesting the policy update to be approved on the second and final reading.

Recommended motion” ....to approve the CE-2 Career Employee Compensation Policy update on the second and final reading....”

**F-7 - CE-3 Career General Employment Policy Update – Action Item (Anstine / Barrett)**

Chief Anstine presented this policy update to the Board of Directors at the October meeting and after several corrections and a section on “Probation” was added; staff is now requesting the policy update to be approved on the second and final reading.

Recommended motion” ....to approve the CE-3 Career General Employment Policy update on the second and final reading....”

**F-8 - D-6 Uniform Policy Update – Action Item – (Anstine / Barrett)**

Chief Anstine presented this policy update to the Board of Directors at the October meeting and is now requesting the policy update to be approved on the second and final reading.

Recommended motion” ....to approve the D-6 Uniform Policy update on the second and final reading.....”

**F-9 - D1 – Command Authority Policy Update – Action Item (Anstine / Barrett)**

Chief Anstine presented this policy update to the Board of Directors at the October meeting and is now requesting the policy update to be approved on the second and final reading.

Recommended motion” ....to approve the D1-Command Authority Policy update on the second and final reading....”

**F-10 - V-1 Volunteer Membership Requirements – Action Item (Anstine / Barrett)**

Chief Anstine presented this policy update to the Board of Directors at the October meeting and is now requesting the policy update to be approved on the second and final reading.

Recommended motion” ....to approve the V-1 Volunteer Membership Requirements Policy Update on the second and final reading....”

**F-11 - D4 Training and Testing Policy Update – Action Item (Anstine / Barrett)**

Chief Anstine presented this policy update to the Board of Directors at the October meeting and after several corrections were made staff is now requesting the policy update to be approved on the second and final reading.

Recommended motion” ....to approve the D-4 Policy update on the second and final reading....”

**F-12 - CE-1 Career Employee Working Conditions Policy Update – *Action Item***  
(Anstine / Barrett)

Chief Anstine presented this policy update to the Board of Directors at the October meeting and is now requesting the policy update to be approved on the second and final reading.

Recommended motion” ....to approve the CE-1 Career Employee Working Conditions Policy update on the second and final reading.....”

**F-13 - Board Policy A-1 Section 16.2 Update– *Action Item* – (Cooper)**

Chairperson Cooper is requesting that the wording in the section of the policy be changed and updated.

Recommended motion” ....to approve the policy update on the first reading....”

**F-14 - Board Policy A-1 Section 17.2 and 17.4 Update– *Action Item* – (Cooper)**

Chairperson Cooper is requesting that the wording in this section be written to be more inline with how the process is currently worked.

Recommended motion” ....to approve the policy update on the first reading....”

**F-15 – Ready Rack Hose Drying Rack – *Action Item* (Anstine)**

Chief Anstine will inform the Board of Directors about the old Hose Dryer and is requesting that staff be able to purchase a newer updated hose dryer as described in the handout he provided.

Recommended motion” ....to allow Chief Anstine to purchase the Ready Rack Hose Drying Rack for the cost of \$726.00 plus shipping not to exceed approximately \$800.00....

**VI. Financial Reports**

**VII. Executive Session**

**VIII. Other Business**

**IX. Adjournment**