

STRATMOOR HILLS FIRE PROTECTION DISTRICT

Board Meeting Agenda

August 15, 2018

3:00 p.m.

I. Approval of Previous Board Meeting Minutes

Regular Board Meeting Minutes for July 25, 2018 –

Special Board Meeting Minutes for August 8, 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
- June 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 Erlandson)
 - EMS (responsibility – Driver Moscoso)

Administrative Officer Report – *Informational Item (Barrett)*

- Andy Erlandson has gone on a 3-month disability to heal from her concussion.
- Brad Aragon is supposed to be released for full-duty on Monday, August 20, 2018.

F-1 – **CSB Trans, LLC Contract Renewal** – *Action Item (Barrett)*

Dottie Barrett will inform the Board that it is time to renew the annual contract with Sergey Korobchuk who owns the property of CSB Trans, LLC located at 2115 Janitell Rd.

Recommended motion...”to approve the Fire Protection Contract with Sergey Korobchuck (CSB Trans, LLC) contract for the period of one (1) year at the cost of \$500.00”

F-2 - Driver/Engineer Job Description Update – Action Item (Anstine)

At the July Board of Directors meeting Chief Anstine informed the Board that he and Dottie Barrett updated the Job Description with minor changes to help the Fire District attract a bigger pool of candidates for employment. Chief Anstine believes an employee coming in as an entry level position can be modeled into better employees if they start as entry level and work their way through the ranks.

Recommended motion”to approve the Driver/Engineer Job Description Update upon second and final reading....”

F-3 - Uniform Policy Update – Action Item – (Barrett / Anstine)

At the July Board meeting Dottie Barrett informed the Board that she, Chief Anstine and Chairperson Cooper finished the Uniform Policy changes that was started by former Driver / Engineer Gates. There were some minor changes made to the policy in July and staff is recommending the Board approve the policy on the second and final reading.

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

F-4 - Policies CE-8, D-1, D-4 and D-14 Updates – Action Item – (Barrett / Anstine)

Chief Anstine informed the Board at the July meeting that changes to the enclosed policies were made to remove the wording that involves NFPA (National Fire Protection Association) requirements. The NFPA is a “guideline” for the Fire Service but does not require Fire Department’s to strictly obey the requirements.

Recommended motion”to approve the Polices CE-8, D-1, D-4 and D-14 Updates on the second and final reading....”

F-5 - Miscellaneous purchases for the new Engine – Action Item (Anstine)

Chief Anstine will inform the Board of some miscellaneous items that need to be purchased for the new Engine and will be requesting approval for the funds now. Chief Anstine has included a memo of understanding that includes a description and cost of the items.

Recommended motion”to approve the funds to purchase miscellaneous items for the new Fire Engine not to exceed \$5300.00....”

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).”

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).”

VIII. Other Business

IX. Adjournment