

STRATMOOR HILLS FIRE PROTECTION DISTRICT

Board Meeting Agenda

February 15, 2023

3:00 p.m.

I. Approval of Previous Board Meeting Minutes

- January 18, 2023 -

II. Approval of Agenda

III. Public Comment

IV. Unfinished Business:

V. New and Miscellaneous Business:

Fire Chief Report – *Informational Item (Bittle)*

- January Calls per District
- Status reports
 - Chiefs' notes – see attached informational sheet)
 - Apparatus - (responsibility assigned to – D/E Patalano)
 - Training (responsibility assigned to – Chief Bittle)
 - Inspections (responsibility assigned to – Mark Stanwood)
 - Recruiting (responsibility assigned to – Chief Bittle)
 - Gear (responsibility assigned to – D/E Hall)
 - EMS (responsibility assigned to D/E Bosch)
 - Wildland (responsibility assigned to D/E Ortiz)

Administrative Chief Report – *Informational Item (Barrett)*

- Will give the Board an Election update –

F-1 - **Annual Contract Renewal** – *Action Item (Barrett)*

Chief Barrett will inform the Board of Directors that it is time to renew our annual contract with Rocky Top Resources with the updated coverage charges due for 2023. Mr. Fred Martin has already signed a copy of the contract and submitted payment.

Recommended motion”to approve the Rocky Top Resources Annual Contract Renewal and allow President Colgrove and Secretary/Treasurer Willcox to sign the contract.....”

F-2 Vehicle Maintenance Intergovernmental Agreement – Action Item (Bittle)

The Intergovernmental Agreement (IGA) between the Fire District and Northeast Teller County Fire Protection District for vehicle maintenance needs to be updated and signed by the Board President Robert Colgrove.

Recommended motion”....to approve the Intergovernmental Agreement (IGA) between the Fire District and the Northeast Teller County Fire Protection District and have Board President Robert Colgrove sign the IGA....”

F-3 Helmet purchase for Driver/Engineer Tara Bosch – Action Item (Bittle)

Chief Bittle will inform the Board that D/E Bosch is very close to fulfilling the final steps to the Master Firefighter Program and he would like to reward her with a Phenix Leather helmet at the cost of \$1,379.25. Chief Bittle provided a quote for the Board’s review.

Recommended motion”....to approve the purchase of the Phenix Leather helmet for D/E Tara Bosch at the cost of \$1,379.25....”

F-4 Mandated Overtime for Driver’s – Informational Item (Bittle)

Chief Bittle will explain that in that last couple of months the District has had to mandate shifts that have not be filled by a Shift Volunteer or Reserve Driver. Chief Bittle would like to change the policy to state that if an employee is mandated for an extra shift – that employee should get overtime. Staff inquired to the Fire District’s FSLA Attorney Meredith McDonald who stated that under our current agreement with the Driver’s – they are not eligible for overtime until they have “actually” worked more than 212 hours in a 28-day period (a copy of her email is enclosed). Chief Bittle would like to discuss this matter with the Board.

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), involving the performance evaluation of the Fire Chief and C.R.S. 24-6-402(4) (b) to receive legal advice from the Fire District Attorney.

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), involving the performance evaluation of the Fire Chief and C.R.S. 24-6-402(4) (b) to receive legal advice from the Fire District Attorney.

F-5 - Performance Evaluation of Chief Shawn Bittle – Action Item – (Board)

The Fire Chief's performance of his duties as District Fire Chief shall be evaluated on or about January 15th utilizing a form that is mutually approved by both parties.

Recommended motion"...to approve the delivery of the Performance Evaluation to Chief Shawn Bittle by Board President, Robert Colgrove prior to the end of February.

VIII. Other Business

IX. Adjournment