

MINUTES OF THE BOARD OF DIRECTORS OF STRATMOOR HILLS FIRE PROTECTION DISTRICT

The regular monthly meeting of the Board of Directors for the Stratmoor Hills Fire Protection District was held pursuant to notice at 3:00 p.m. on May 17, 2023

Board Members present: President Robert Colgrove, Vice-President James Pesicka, Secretary/Treasurer John Willcox, Director Cindy Dent, and Director Richard Dull. District Personnel present: Fire Chief Shawn Bittle and Administrative Chief Dottie Barrett. District personnel in attendance: Wildland Coordinator John Ortiz.

Approval of Previous Board Meeting Minutes

It was moved and seconded (Pesicka/Dull) to approve the Board meeting minutes for April 19, 2023. The motion passed unanimously with all Directors voting.

Approval of Agenda

It was moved and seconded (Pesicka/Willcox) to approve the agenda as published. The motion passed unanimously with all Directors voting.

Public Comment

Unfinished Business

Fire Chief Report –

- April Calls per District – call volume continues to be the same – Director Willcox inquired as to what some of the calls were and Chief Bittle explained the difference.
- Status reports
 - Chiefs' notes –
 - Chief explained to the Board that the split-rail fence out front of the station is rotting and falling apart. He stated that he and D/E Aragon researched the cost of replacing the fence and he suggested removing the fence completely and leaving the area clear. The Board informed Chief to do what he feels will work.
 - Chief informed the Board that the parking signs around the station are peeling and cracking really bad. He also stated that they have the old patch on the signs, and he would like to remove them as well. Again, the Board informed Chief to do what he feels will work for staff.
 - Apparatus - (responsibility assigned to – D/E Patalano)
 - New Engine 410 – Informed the Board that Lt. Bosch visited SVI last week to see the progress of the new truck. There were some aluminum panels for the truck that have been cut

- and are waiting to be assembled. SVI staff told Lt. Bosch the truck should be ready by mid-July.
- Engine 414 – is scheduled for an oil change and an exhaust leak repair. The old logo was replaced on the truck's door frame yesterday.
- 452 – possibly needs new brakes – will have the mechanic review.
- Training (responsibility assigned to – Chief Bittle)
 - The monthly training is going well for the district. We have had our monthly training, which was structure fire and vent-enter-search. Staff had a mandatory medical in-service with Dr. Wu and a mandatory trench collapse rescue awareness class that was taught by Fort Carson FD.
 - June through August training schedule was attached to the Board packets.
- Inspections (responsibility assigned to – Mark Stanwood)
- Recruiting (responsibility assigned to – Chief Bittle)
 - The Recruit class is going well, and they just took their Unit 1 test for Firefighter I. The recruits have partnered with the Humane Society and are producing a puppy/kitty calendar to help raise money for their class and the Humane Society. Calendars should be available by the middle of June.
- Gear (responsibility assigned to – D/E Hall)
- EMS (responsibility assigned to D/E Bosch)
 - The Fire District is hosting a nationally known instructor for medical report writing in June. The class will be open to all EMTs and Paramedics in El Paso County and cost \$20.00 per person to attend.
- Wildland (responsibility assigned to D/E Ortiz)

Administrative Chief Report – Informational Item (Barrett)

- Informed the Board that the Special District Association's Annual meeting is back in person and will be held on Tuesday, June 20, 2023, only in the morning hours at the Fountain Sanitation District. It is the Fire Department's turn to pay for the meeting and the Board members will need to let Dottie Barrett know if they plan to attend.
- Informed the Board that she submitted a Grant request through the Colorado Division of Fire Safety for two (2) MSA Air Packs in the amount of \$19,604.00, however, the Fire District was denied this grant.
- Informed the Board that she has applied for the El Pomar Wildland Grant for twenty-one (21) sets of Crewboss Trex Wildland gear in the amount of \$19,845.00. El Pomar's Board of Directors will meet mid-May so hopefully soon after that we should hear something back.
- Informed the Board that she has applied for the Safety and Loss Prevention Grant through Colorado Special District Association in the amount of \$1762.90 to help pay for the new APEX Radios purchased earlier this year. Chief Barrett received notice that the grant was approved, and staff should be receiving the funds soon.

Election of Board Officers

At this time, the Board needs to elect a President/Chairperson, Vice President/Chairperson, and Secretary / Treasurer of the Board of Directors. Vice President Pesicka made the motion to leave the Board Officers in their current positions as is; Robert Colgrove; President, James Pesicka; Vice-President and John Willcox; Secretary/Treasurer. The motion was seconded by Director Dull and the motion passed unanimously with all Directors voting.

V-9 Volunteer Member / Recruit Annual Stipend Policy Update

Chief Barrett informed the Board that this policy needed to be updated with the current stipend figures and clarification of wording so that the Volunteers know exactly what they are receiving and why. Director Dent requested a word or two be added and staff agreed. It was moved and seconded (Pesicka/Willcox) to approve the amended V-9 Volunteer Member / Recruit Annual Stipend Policy update on the first reading. The motion passed unanimously with all Directors voting.

D-6 Uniform Policy Update

Chief Bittle informed the Board that he has made numerous changes to this policy and would like the policy to be approved on the first reading. Director Dent requested a word to be removed and staff agreed. It was moved and seconded (Pesicka/Willcox) to approve the amended D-6 Uniform Policy Update on the first reading. The motion passed unanimously with all Directors voting.

B-2 Reimbursement for Traffic Accident & Out-of-District Emergencies Policy Update

Chief Bittle informed the Board that the district had a fire at the company on E. Las Vegas that the District used to have a Fire Protection Contract with and the owner decided several years ago to stop. This property is in what staff calls “no man’s land” and since the crew responded, the District can now legally bill the owner for our response. Chief stated that after looking over the policy, he decided this policy needed to be updated to include personnel and remove some vehicles that the District no longer owns. He requested this policy to be approved on the first reading. It was moved and seconded (Pesicka/Willcox) to approve the B-2 Reimbursement for Traffic Accident & Out-of-District Emergencies Policy Update on the first reading. The motion passed unanimously with all Directors voting.

B-7 Official Letter of Reference or Recommendation from the Stratmoor Hills Fire Protection District Policy

Chief Bittle informed the Board that he has created this policy and explained to the Board why he created this policy. Discussion took place about adding part-time or Reserve Drivers and having Chief and the employee re-read the final letter for approval. It was moved and seconded (Pesicka/Willcox) to approve the amended B-7 Official Letter of Reference or Recommendation from the Stratmoor Hills Fire Protection District Policy on the first reading. The motion passed unanimously with all Directors voting.

Financial Reports

The April check register report where the taxes and employee retirement (Electronic Funds Transfers (EFT)) payments are highlighted was enclosed for the Directors' review. It was moved and seconded (Pesicka/Willcox) to approve the financial reports as presented for the District for the month of April 2023, subject to audit. The motion passed unanimously with all Directors voting. Copies of the financial reports are attached to these minutes and made a part hereof.

Executive Session


Other Business


Adjournment

It was noted that the next regularly scheduled Board of Directors meeting would be held at 3:00 p.m. on June 21, 2023, at 2160 B Street, Colorado Springs, CO 80906.

As there was no further business to come before the Board, the meeting was adjourned at 3:55 pm. (Pesicka/Willcox)


Robert Colgrove, President


James Pesicka, Vice-President


John Willcox, Secretary / Treasurer


Cindy Dent, Board Director


Richard Dull, Board Director