

**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 July 19, 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. Audience members were: Interim Manager Steve Rabe; Stratmoor Hills Water and Sanitation and Jessica Reyes; Accounting Clerk for the Stratmoor Hills Water and Sanitation

**Approval of Previous Board Meeting Minutes**

It was moved and seconded (Pesicka/Willcox) to approve the Board meeting minutes for June 21, 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** –

- June Calls per District –
  - Chief reported that the call volume is increasing due to the warm summer months but no major crazy calls.
- Status reports
  - Chiefs' notes –
    - The annual Water Games were a great hit with the kids and parents this year! Staff estimates around a couple hundred people showed up and the ladies who volunteered to serve the food stated they served 700-800 hot dogs!
    - A copy of a “thank you” card from the grandmother of a patient that we treated was enclosed for the Board’s review.
  - Apparatus - (responsibility assigned to – D/E Patalano)
    - New Engine 410 – Chief Bittle, President Colgrove and D/E Aragon visited the SVI factory on Tuesday, July 11<sup>th</sup>. The body of the truck is under production and looking good and the salesperson advised all that we should have the truck delivered by the end of August. Chief Bittle showed several pictures at the board meeting.

- Wildland truck 441 – It was deployed to the Arkansas Loop fire for three (3) weeks; however, it went out of service on Tuesday, July 18<sup>th</sup> and had to be towed to a shop in Pagosa Springs and staff is currently waiting to hear about the repairs. There is a chance that the State of Colorado will pay for the repairs.
  - Utility truck 451 – It was deployed to the Arkansas Loop fire as well but will bring the crew back on Thursday, July 20<sup>th</sup>.
  - Fire Chief vehicle – needs new shocks and a window is not working.
- Training (responsibility assigned to – Chief Bittle)
  - On Saturday, July 8<sup>th</sup> the department held a stabilization (Rescue 42's) class for auto extrication. The training went well with high quality content and a lot of hands-on opportunities. The following week crews responded to a rollover traffic accident and had to use the training to stabilize a vehicle while the roof was cut off to extricate the patients.
- Inspections (responsibility assigned to – Mark Stanwood)
- Recruiting (responsibility assigned to – Chief Bittle)
  - The Recruits finished their Firefighter I Class and all students passed the final exam with well above eighty percent (80%).
  - The Recruits are currently practicing their Job Performance Reviews (JPR) and getting ready for the State JPR test and FFI State written exam on Wednesday, July 26<sup>th</sup>.
  - On August 2<sup>nd</sup>, the recruits will be starting the Firefighter II Class that will be completed by the end of August.
  - Due to a Recruit/Army Medic being sent to the National Training Center (NTC) at the end of August for a month, the class has requested that graduation be moved from Saturday, September 9<sup>th</sup> to Saturday, October 14<sup>th</sup>. Chief Bittle approved their request.
- Gear (responsibility assigned to – D/E Hall)
- EMS (responsibility assigned to D/E Bosch)
  - A department member was exposed to Fentanyl during a call and was transported to the hospital and has made a full recovery. Earlier today, the Director of Crossroads Detox center delivered some extra strong Narcan for our First Responders to use on calls. Staff created a First Responder exposure kit to be on the truck for immediate usage.
- Wildland (responsibility assigned to D/E Ortiz)

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

- Chief Barrett informed the Board that in December of 2022 she applied for an ESA (Emergency Services Agency) grant to cover the new medical bags that were purchased. On Monday, July 10, 2023, she received an email that stated the ESA group did not convene in April due to the possibility of dissolving the ESA Board,

however, that did not happen. The ESA Board will meet soon to discuss the grants that were submitted and hopefully send us an answer soon.

- Chief Barrett informed the Board that Carefree Heavy Haul, Inc submitted payment for our Fire response at 2102 Janitell Rd. Mr. Sanders submitted his check on July 11, 2023 (14838) in the amount of \$4,500.00.

#### **D-4 Training and Testing Policy Update**

Chief Bittle informed the Board that he and Lt. Bosch need some more time on this policy update, therefore, he is postponing this policy update until the August Board meeting.

#### **CE-2 Career Employee Compensation Policy Update**

Chief Bittle informed the Board that staff has updated this policy to include Juneteenth Day as a Federal Holiday. It was moved and seconded (Pesicka/Willcox) to approve the CE-2 Career Employee Compensation Policy Update on the first reading. The motion passed unanimously with all Directors voting.

#### **D10 Wildland Response Policy Update**

Chief Bittle informed the Board that he has updated this policy and explained that when a deployment takes place, the career employees are offered the backfill shifts first. Chief Bittle stated that since the employee is coming in to cover the extra shift, he feels that they should be compensated for their time and willingness to help the Fire District. It was moved and seconded (Pesicka/Willcox) to approve the D10 Wildland Response Policy Update on the first reading. The motion passed unanimously with all Directors voting.

#### **Financial Reports**

The June check register report where the taxes and employee retirement (Electronic Funds Transfers (EFT)) payments are highlighted was enclosed for the Directors' review. Director Willcox inquired about several line items being over budget and Chief Barrett answered his questions. It was moved and seconded (Pesicka/Willcox) to approve the financial reports as presented for the District for the month of June 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.

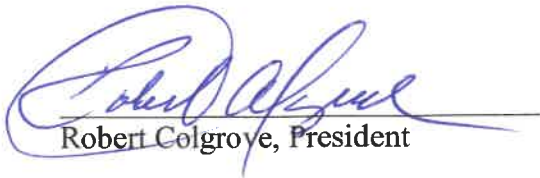
#### **Executive Session**

#### **Other Business**

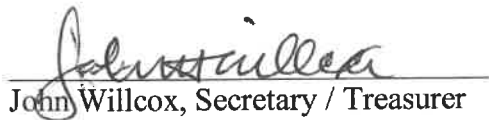
#### **Adjournment**

It was noted that the next regularly scheduled Board of Directors meeting would be held at 3:00 p.m. on August 16, 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 3:26 pm. (Pesicka/Willcox)

  
Robert Colgrove, President

  
James Pesicka, Vice-President

  
John Willcox, Secretary / Treasurer

  
Cindy Dent, Board Director

  
Richard Dull, Board Director