

## RECORD OF PROCEEDINGS

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### MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE BLACK FOREST FIRE/RESCUE PROTECTION DISTRICT

The Board of Directors of the Black Forest Fire/Rescue Protection District held a regular board meeting on January 16, 2019, at Black Forest Fire Station One, such meeting duly posted for public notice.

A quorum present, the meeting began 30 minutes early at 6:30 p.m. The early start time was duly posted for public notice.

Directors present: PJ Langmaid/R. McMorran/J. Hinton/R. Nearhoof/D. Hoffpauir  
Directors absent: None  
Also present: Chief Jack/Chief Rebitski/D. Arkowski/fire department personnel/community members/Fire District Counsel Linda Glesne

**Roll Call:** All directors were present.

**Minutes** A motion was made and seconded to approve the board meeting minutes for the December 12, 2018 meeting; upon a vote, the motion was carried unanimously.

**Financial Reports** Treasurer Hinton reported collection of property taxes will begin later in the new year, other than some residuals from last year arriving now. All finances are in a good position. **Upon a motion duly made and seconded, the board approved the financial report; motion carried unanimously.**

**Executive Session** Chair Langmaid moved to go into executive session per §24-6-402(4)(d), CRS to discuss specialized details of security investigations. Vice Chair McMorran amended the motion to correct the statute section to §24-6-402(4)(b), as noted by Counsel Glesne, to permit the board to confer with the fire district's attorney Linda Glesne without a recording; motion seconded; upon a vote the motion carried. The board adjourned into executive session at 6:35 p.m.

The executive session ended at 7:30 p.m. and the board reconvened in open session at 7:33 p.m.

**Public and Local 4502 Comments** None

**Operations Report** Given by Chief Jack. (A written report was prepared by Chief Jack, and a copy is attached to the minutes.)

#### Response/Service

- 76 responses in last month and 31 transports.

#### Training

- 127 training hours in last month.
- Black Forest will send 5 participants to a division supervisor class beginning in March.

#### EMS

- Chief Rebitski has completed a draft grant proposal for two ambulances and will attend a grant writing class to ensure all state required ambulance equipment is included. The cost to Black Forest for two ambulances will be \$230,000, which will be in the 2020 budget.

#### Apparatus and Equipment

- Medic 781 had a major repair for injectors and turbo.
- Captain Bell has inspected the new engine; the chassis is here.
- All apparatus is in service.

#### Facilities and Grounds

- Exterior and interior lighting assessments cost about \$3000.

#### Other

- Staffing of Station 2 was 27 days at 87%, partially staffed 2 days at 6.4% and unstaffed 2 days at 6.4%.
- Fire chiefs' council dinner on January 26; let Melissa know if you will attend

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- W2s have been received.

Director Nearhoof requested that board members be informed of any planned burns in the district so they may keep residents informed. La Foret will be burning piles on their property east of the bridge.

No overlapping calls were connected to AMR service.

**Old Business** Colorado Springs exclusion plan – no updates. Chair Langmaid has sent a message to the city fire chief regarding the matter, but has not received a response.

Treasurer Hinton has sent messages to Commissioner Williams three times regarding the impact fee task force and has not received a response. Mr. Hinton is considering other methods of broaching the subject, noting that Chief Rebitski has proposed organizing a committee comprised of representatives from several districts to prepare a presentation for the county commissioners. Chief Rebitski plans to include chiefs, a few residents, and one board director from all impacted fire districts in this effort. He hopes to make his presentation to the BOCC at their May meeting. The use of social media was encouraged to gain support.

Falcon FPD collaboration update: Chair Langmaid and Chief Jack met with Falcon representatives in a productive meeting. The Black Forest FPD board is open to the possibility of collaboration, while the Falcon FPD board is currently not inclined toward a fire authority although they may be in the future. The Falcon board directed their chief to work on completion of all items that were promised in the recent mill levy increase election, and to work with neighboring departments to improve response agreements and short-range items that could lead to something more comprehensive in the future. Chief Rebitski will work with Falcon on developing their EMS capabilities, Captain Bell will work with them on training regimens, and we are working on a cooperative training academy.

IT task force update: Chief Rebitski reported that a SOG has been written for a website committee, that has six members. The committee will devise procedures for reviewing the website on a regular basis, how to improve its operation, and ensure a group is trained to manage the website proficiently.

**New Business** Annual meetings and postings resolution – **A motion was made and seconded to adopt Resolution 2019-01, a resolution notifying postings for meetings and meeting dates; the motion was approved unanimously in a vote.**

Leadership development scholarship: Chair Langmaid advised that he wants not more than \$2500 allocated to a scholarship for leadership development training. Any employee who would like to attend this two-day conference in Denver is asked to write an essay supporting why they should be considered for this opportunity. A discussion ensued on how the process would be conducted, with it noted that funds are in the budget for training and travel expenses. **A motion was made to approve funding for the leadership conference for two members, to include tuition, lodging and meals; motion was seconded and carried unanimously in a vote.**

2019 Objectives – Items to be worked on in 2019 should include the policy manual, by-laws for the board of directors to include board member conduct, service agreements, strategic plan, parliamentary rules, communications and other policies that may need attention.

**Reports on Workshops and Meetings** Director Nearhoof reported a new chaplain has been inducted, and the outgoing chaplain will be recognized.

**Correspondence** Mr. Nearhoof assisted a neighbor having difficulties in the snow. A resident complained to the chief about a sprinkler system required when his house was built and requested a letter that it may be drained. A letter has not been written; this is an ongoing issue.

**Future Meetings** The next regular meeting will be held on February 20, 2019, possibly following a pension meeting to begin at 7:00 p.m.

**Adjournment** There being no further business, **and upon motion duly made, seconded, and unanimously carried,** the board adjourned at 8:17 p.m.

Respectfully submitted,

Donna Arkowski, Secretary