

**Falcon Fire Protection District
Board of Directors Regular Board Meeting
July 20, 2022
Approved Minutes**

Call to Order

President Kerby called the regular meeting of the Board of Directors to order at 16:00 hours on Wednesday, July 20, 2022.

ATTENDANCE

Thomas Kerby, President
Dan Kupferer, Vice President
Michael Collins, Secretary
Cory Galicia, Assistant Secretary

ALSO PRESENT

Joan Fritsche, Legal Counsel
Trent Harwig, Fire Chief, FFPD
Jeff Petersma, Deputy Chief, FFPD
Jon Webb, EMS Division Chief, FFPD
Joe Cosgrove, Battalion Chief, FFPD – via conference call
Corey Kirt, Battalion Chief, FFPD
Gretchen Tetzlaff, Office Manager, FFPD
Other members of the Falcon Fire Protection District
Leah Grady, the New Falcon Herald
Members of the public

ABSENT

Ray Hawkins, Treasurer
David Smith, Battalion Chief, FFPD

Director Kupferer moved to excuse the absence of Director Hawkins. Director Collins seconded the Motion. The Motion passed unanimously.

ADDITIONS/DELETIONS TO THE AGENDA

None.

APPROVAL OF AGENDA

Director Galicia moved to approve the Agenda as written. Director Kupferer seconded the Motion. The Motion passed unanimously.

PUBLIC COMMENT

Director Collins introduced David Phillips as a new candidate for Chaplain for the District. He has an extensive resume which includes being a retired pastor with a Ph.D. He was a former sheriff's deputy, as well as a Chaplain for the Civil Air Patrol.

CORRESPONDENCE

None.

APPROVAL OF THE MINUTES

Director Collins moved to approve the June 15, 2022 Regular Board Meeting Minutes as amended. Director Kupferer seconded the Motion. The Motion passed unanimously.

REPORTS

Treasurer's Report

Chief Harwig reviewed the written June Treasurer's Report with the Board. The Chief noted 50% of the 2022 fiscal year is complete in this report.

Total General Fund Budget revenues received were at 64%. Specific Ownership Tax is at 50%. Total General Fund expenditures across all categories were at 37% of budget year to date.

The Ambulance Fund Budget revenues received were at 36%. Transport fees were at 58%. Total Ambulance Fund expenditures were at 39% of budget year to date.

The Capital Improvement Fund revenues received were at 25%. 66% has been spent out of the Lease Purchase account. Total expenditures were at 39% of budget year to date.

The Rural Water Fund had no expenditures for the month of June.

Director Collins moved to accept the June, 2022 Treasurer's Report as presented. Director Galicia seconded the Motion. The Motion passed unanimously.

Staff Report

Deputy Chief Petersma advised there were 36 Reserve standby hours for the month of June. He advised that the recruits from the most recent Reserve Academy will start pulling shifts as early as the end of August or September.

Deputy Chief Petersma advised that the incident count for May, 2022 was 386 calls for the month and a total 1,786 calls for the year.

Deputy Chief Petersma advised that Cimarron Hills Fire Protection District started its own ambulance transport service on July 1, 2022. The District has an automatic aid agreement with Cimarron Hills Fire as a second ambulance and they will provide automatic aid for our District as well.

EMS Division Chief Webb supplied a written Transport Report to the Board. The report shows that the crews transported 156 patients in the month of May and 120 patients in the month of June.

EMS Division Chief Webb introduced Carl Powell who was a former Sacramento firefighter. He has been brought on as a part time EMS instructor, holding CPR classes and has proposed Stop the Bleed classes and other community education classes for the future.

Attorney's Report

Attorney Fritsche provided a written Attorney's Report to the Board.

UNFINISHED BUSINESS

Administration Building Addition & Remodel

Chief Harwig advised that the Administration Building is close to completion.

- iiCon Construction Draw Request #7

- Chief Harwig presented the Board with Draw Request #7 in the amount of \$101,035.70.
- Approval of Change Order #017: CE #025 – Add Concrete Sidewalk at Parking
 - Approval of Change Order #018: Credit for Pass Thru Window and Windows Above North Doors
 - Approval of Change Order #022 – Revised Substantial Completion Date

Director Kupferer moved to approve Draw Request #7 in the amount of \$101,035.70 as presented. Director Galicia seconded the Motion. The Motion passed unanimously.

Director Kupferer moved to approve Change Order #017: CE #025 Add Concrete Sidewalk at Parking in the amount of \$4,253.66. Director Collins seconded the Motion. The Motion passed unanimously.

Director Collins moved to approve Change Order #018: Credit for Pass Thru Window and Windows Above North Doors in the amount of <\$709.32>. Director Kupferer seconded the Motion. The Motion passed unanimously.

Director Collins moved to approve Change Order #022: Revised Substantial Completion Date to September 2, 2022. Director Galicia seconded the Motion. The Motion passed unanimously.

Station 1 Parcel – proposed El Paso County satellite office and Sheriff’s Office substation

President Kerby advised that he and Director Kupferer spoke with County staff regarding the proposed satellite Sheriff’s Office substation and their parking situation. President Kerby advised that Jackie Reed from the County had recently retired, but would let the District know who her replacement is.

Consider Change to Regular Meeting Time

The Board discussed changing the regular meeting time from 4:00 to 3:00 p.m.

President Kerby moved to change the time of the regular Board meetings from 4:00 to 3:00 p.m. starting with the August 17th meeting and will continue through to the remainder of 2022. Director Galicia seconded the Motion. The Motion passed unanimously.

Paid Family and Medical Leave Insurance (FAMLI)

Chief Harwig advised the Board that Attorney Fritsche will prepare a bullet point memo for the Board’s review of the Paid Family and Medical Leave Insurance (FAMLI) plan.

Chief Harwig also advised that local governments have an option to opt out. If the District decides to opt out they will need to do so by vote before January 1, 2023 otherwise they opt in by default. If a Local Government opts out, their employees may still opt in individually for .45% of their gross salary. The cost to the employee and the benefits to the employee are the same, regardless if the Local Government opts in or out. If the employer opts in, the employee has no option but to opt in. If the employee or employer opts in, they are committed to stay in for three years. Benefits under FAMLI will not be available for employees to utilize until January 1, 2024.

NEW BUSINESS

FFPD Member Handbook Draft Review

Chief Harwig advised that the FFPD Member Handbook Draft had been sent to all of the Board members for their review.

Director Collins moved to approve the updated FFPD Member Handbook. Director Kupferer seconded the Motion. The Motion passed unanimously.

EXECUTIVE SESSION

None.

PUBLIC COMMENT

Battalion Chief Cosgrove advised that he and the rest of the crew members really appreciate the Board providing the 4% wage increase that was approved at the June Board meeting.

ADJOURNMENT

Director Collins moved to adjourn the Board meeting. Director Kupferer seconded the Motion. The Motion passed unanimously. The meeting adjourned at 17:20 hours on July 20, 2022.

I hereby attest to the accuracy of the meeting Minutes:

Michael Collins, Secretary