

DIVIDE FIRE PROTECTION DISTRICT

Board of Directors Meeting

Shoemaker Fire Station, 103 Cedar Mountain Road (Mail: PO Box 941), Divide Colorado, 80814

February 9th, 2021 at 6:00 p.m.

## MINUTES OF THE REGULAR MEETING

**Special Note**: Public Access was via Zoom. Notice and instructions how to access the meeting through Zoom was posted on the district website and shared through Facebook.

1. **Call to Order**

President Shoemaker called to order the regular meeting of the Board of Directors of the Divide Fire Protection District (DFPD) at 6:00 p.m.

**Attendance**

**Board members present:**

Candy Shoemaker – President

Josh Weatherill – Vice President

Allison Mosser – Treasurer

Barry Pleshek – Secretary

Dennis Luttrell – Director

**2. Review and Approve Agenda**

Motion by Director Luttrell to approve the agenda. Second by Director Weatherill. The motion passed unanimously.

**3. Review, Approve, and Sign Minutes of Prior Meeting**

Motion by Director Weatherill to approve the minutes of the previous board meeting. Second by Director Luttrell. The motion passed unanimously.

**4. Public Comment** – None.

**5. Pension Board Meeting** – The pension board meeting was called to order by Director Mosser at 6:02 p.m.

**A. Confirm Pension Credit Totals** – Motion by Director Shoemaker to approve the pension credits as submitted to FPPA for 2020, and to retroactively approve the pension credits as submitted to FPPA for 2019. Second by Director Pleshek. The motion passed unanimously.

Motion by Director Shoemaker to close the pension board meeting at 6:04 p.m. Second by Director Pleshek. The motion passed unanimously.

**6. Financial Matters**

**A.** **Financial Reports** – attached.

**B**. **Purchase Orders** – none.

Motion by Director Mosser to approve the financials. Second by Director Luttrell. The motion passed unanimously. Diana Perkins also presented the Board with a reconciliation of volunteer fund activity for 2020. Director Mosser will make a transfer of funds to reflect the reconciliation.

**7. Chief’s Report –** Attached. Chief Kennedy was not present.

**A. Business Meeting Attendees** – Directors Luttrell and Weatherill will attend the next business meeting on Monday, March 1st, 2021.

**B. Medical Director** – Director Shoemaker updated the Board regarding the status of Dr. Dewall. Currently Dr. Dewall is still the official medical director for Teller County, which enables medical responders to legally function. The County Commissioners are reassessing possible changes in that area and we will be updated as more information becomes available.

**8. Administrator Report** – attached.

**9. Old Business**

1. **Policies** 
   1. **Training Vendor –** Director Mosser reported the department is considering changing training vendors. The Board wants to move ahead with the purposed human resource training, however does not want to make the transition more difficult for department members. Diana Perkins will communicate to Chief Kennedy that the Board hopes to have a resolution by the next board meeting or will continue the training plan with the SDA Pool vendor.
   2. **Updates to Handbook**
      1. **Disciplinary Policy –** Ireland Stapleton is currently working on rewording this policy for consistency and practical application**.**

1. **Station Security** – No issues during the month. Diana Perkins will get with Zach Babiarz to determine if the security camera needs to be repositioned to monitor the new shed at the back of the station.
2. **Five Year Plan** – completed.
3. **Air/Light Trailer Agreement** – Director Luttrell will submit the agreement to Teller County.
4. **New Truck** – President Shoemaker signed the contract for the new truck but the District has not received any confirmation of its acceptance or a copy of the contract signed by Front Range. Diana Perkins will email member DiLisio and Chief Kennedy for follow up.
5. **Parking Lot Asphalt –** Director Shoemaker reported that the EMTS Grant currently in the works specifically excludes building and grounds projects. Diana Perkins will submit the grant for audio/video equipment and an AED. She will continue looking at other possibilities for the parking lot.
6. **Resolution for Active Retirees** – Motion by Director Mosser to adopt Resolution 2021-04 Declaring the Need of Volunteers and Reinstating Retired Members. The Resolution reinstates Chuck Buckley as well as approving Jeff Remley and Tom O’Connor retroactively. Second by Director Luttrell. The motion passed unanimously.

**9. New Business**

**A.** None.

**10. Executive Session –** none.

**Adjournment**

Motion by Director Mosser to adjourn the meeting. Second by Director Luttrell. The motion passed unanimously. The meeting was adjourned at 7:06 p.m. The next regular meeting will take place on Tuesday, March 9th, at 6:00 p.m.

#### APPROVAL

We attest that the foregoing minutes, which have been approved by the affirmative majority vote of the Board of Directors of the Divide Fire Protection District, are a true and accurate record of the meeting held on the date stated above.

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Name and Title Date

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Name and Title Date