

CARBONDALE & RURAL FIRE PROTECTION DISTRICT

MINUTES OF THE MEETING

BOARD OF DIRECTORS

CARBONDALE FIRE HEADQUARTERS

JANUARY 14, 2015

The Board of Directors of the Carbondale & Rural Fire Protection District met for their regular meeting on January 14, 2015 at the Carbondale Fire Headquarters/Training Building.

Vice-President Mike Kennedy called the meeting to order at 5:35 p.m. Directors present were Bob Emerson, Louis Eller and Carl Smith. Also present were Ron Leach, Jenny Cutright, Eric Gross, Ron Leach, Jenny Cutright, Bill Gavette, Eric Gross, Frank Nadell, Doug Davis, Jeff Wadley and Lynn Burton. President Gene Schilling was absent.

CHANGES TO AGENDA

There were no changes to the agenda.

CONSENT AGENDA

The items on the consent agenda were: Approve the Minutes of December 10, 2014 Regular Meeting, Approve Current Bills Approve Current Bills and Balances, and Approve Resolution 2015-001, Resolution of the Board of Directors of the Carbondale and Rural Fire Protection District Establishing the Public Places for Posting Notice to Comply with the Provisions of C.R.S. 24-6-402 and 32-1-903(2).

MOTION: made to approve the consent agenda. Carl Smith questioned the invoice for Michael Edminister. Ron Leach said that he is helping with the public outreach program. Carl Smith also asked to note who voted in favor and against a motion, if the vote is not unanimous. It carried and passed 4-0, with Bob Emerson abstaining on December 10, 2014 minutes.

PERSONS PRESENT NOT ON THE AGENDA

No members of the public had any comments.

The Board of Directors recessed to the pension meeting at 5:38 p.m., without a motion.

The Board of Directors reconvened to the regular meeting at 6:06 p.m.

STAFF REPORTS

Missouri Heights Area Fire Carl Smith said that he heard from a citizen about a recent fire in the Missouri Heights area that took a 20-25 minute response. Ron Leach said he was not aware of

any recent fires in the Missouri Heights area. He added it could have been a fire in the Basalt Fire District, but he would look in to it.

FINANCIAL REPORT

End of the Year Ambulance Write Offs Ron Leach reviewed the December 2014 write offs. He said that in new ambulance billing policy, there is to be an annual list of write offs. He said the policy includes writing off in collections that are over 12 months past due. Ron Leach said that there are open accounts from 2006 on the books. He said there is about \$200,000 in old accounts that also are reported in the audit and skews the balance sheet. He said that writing off the accounts will clean up the bookkeeping. Ron Leach said that the collection agency will continue to pursue the accounts and if they are able to collect anything, the District will still receive their portion of the collection. Ron Leach added that the accounts are people who are uninsured, indigent, homeless, deceased or have skipped out. He said that they have all been through the District's billing process and now are in the collections process.

Louis Eller questioned what accounts would still be active. Ron Leach said that the active accounts would be 12-18 months of current accounts. Louis Eller said that cleaning up the accounts is a good move. Ron Leach requested the Board of Directors write off the list of write offs.

MOTION: made to write off the accounts listed in the ambulance write offs presented to the Board of Directors dated December 31, 2014. Jeff Wadley suggested that the District contact the debtor with their bill and let them know they will be sent to a collection agency if not paid. It carried and passed unanimously.

Carl Smith thanked Mike Kennedy for his Board of Directors annual pay that he contributed to the Fire District.

OLD BUSINESS

Master Plan Study Update Mike Kennedy said that the proposals were from received from Almont Associates, Aspen Design Works, Fitch and Associates, Jviation, Inc., Mark Chain Consulting and McGrath Consulting. He said that the Master Plan Committee met and discussed their thoughts on the proposals and which consultant they felt was the best choice for the District. He said that the Master Plan Committee felt that the most important item was a firm that was available for the public outreach and able to interact with the local community. He said that the Committee has a recommendation of three vendors to interview.

Mike Kennedy asked the Board of Directors how many consultants they would like to interview. Discussion regarding the proposals, consultants and interviews followed. It was decided to interview selected consultants on January 28, 2015 and to offer them the ability to participate in person or by telephone. Carl Smith said that he would like to interview four consultants. Mike Kennedy said that the Master Plan Committee discussion was that the local firms would have the best ideas on how to work with the community as opposed to someone from out of area. He said

that the local consultants did not have the experience with the fire service master planning. Mike Kennedy suggested splitting the process and having a national company work on the fire service evaluation portion and a local company head up the public input and outreach. Discussion followed.

It was decided to interview Almont Associates, Fitch and Associates, Jviation, Inc., and Mark Chain Consulting. Further discussion regarding the public outreach portion of the Master Plan followed. Eric Gross noted that the Board of Directors has the option of going in to an executive session to prepare for negotiations.

Further discussion regarding the proposals being open to the public followed. Eric Gross said that if the material was submitted with an expectation of confidentiality then they wouldn't be available to the public until the bid was awarded. Further discussion followed. Eric Gross said if a member of the public submits an open records request then he would review the request and perform the open records act analysis on what was requested. The Board of Directors unanimously verbally agreed to not release the proposals at this time.

Ron Leach said that the Master Plan Committee checked references supplied. He said that it was verified that these companies performed work for the references. He added that he would notify the vendors about the interviews as well as those who are not being interviewed.

24 Hour Employee Pay Change Carl Smith said that at the December 2014 Board of Directors meeting that it was discussed about the possible change to the pay system and new disability coverage for firefighters and wondered the status. Ron Leach said that Carl Smith had requested a written policy change and that it is still being worked on. He said that it will be present to the Board of Directors at an upcoming meeting, as it is still a work in progress.

NEW BUSINESS

SEMTAC meeting 1/8/15 Carl Smith reviewed the SEMTAC meeting he attended in Denver on January 8, 2015. He said that SEMTAC is a Type 2 advisory board which makes recommendations to the Colorado Department of Public Health and Environment (CDPHE). He reviewed the SEMTAC responsibilities. He said that there were a number of items discussed that he felt the Board of Directors should be aware of. These items include: OATH tracking process, which has to do with the EMT renewal process; CDPHE Good to Know Campaign, which has to do with public education regarding marijuana user and non-user rights; Critical Care Paramedic, which are paramedics with skills that exceed the current standards for paramedics and may be helpful to Carbondale especially in remote areas; Community Paramedics which is a task force that was created to study the concept of paramedics working in the community supporting home health patients; Patient reporting which is a task force that was created to update the standards for patient reporting; RETAC funding, which is a task force that was established to make recommendations on the RETAC funding; Regional Medical Advisors which hires a medical advisor to work with the RETAC; and FirstNet, which is a federal program to dedicate high speed wireless broadband to public service agencies.

General discussion regarding the noted programs followed. No action was taken.

MOTION: made to adjourn the Board of Directors meeting at 7:33 p.m. It carried and passed unanimously.

Respectfully submitted,

Jenny Cutright, Recording Secretary

Mike Kennedy, Vice-President