

GENESEE FIRE PROTECTION DISTRICT

Board of Directors' Meeting

Minutes for June 20, 2018

- ❖ **Board Members in Attendance:** Maia Babbs, Susan Eagle, Patti Harris, Scott Mefford, Beth Moran
- ❖ **Board Members Excused:** none
- ❖ **Call to Order:** 18:01 by Scott Mefford
- ❖ **Minutes of Prior Meetings:**
 - A motion was made, seconded, and approved unanimously, to accept the minutes of the May, 2018, Board meeting.
- ❖ **Public Comment and Announcements**
 - None
- ❖ **Financial Reports**
 - Chief Puffett presented the May, 2018, financial report. After a discussion of notable budget variances, a motion was made, seconded and approved unanimously to accept the financials as presented.
- ❖ **Reports of Officers, Committees, Professional Consultants**
 - **2017 Financial Audit**
 - Ty Holman, of Haynie and Co, presented a high level overview of the 2017 audit. He stated that the field work for the audit has been completed and the audit will be filed by the July 31 deadline. All requests were in line with expectations.
 - **Deputy Chief's Report**
 - N Frame reported that call volume year-to-date is 114, compared to 86 from that of the same period 2017.
 - M Villa reported on upcoming events: Quarterly membership meeting; annual Open House; July 4th parade; Evergreen Big Chili.
 - J Auster reported that there are no outstanding maintenance issues for apparatus. Three bids to replace 932 are being reviewed and the selection committee anticipates making a manufacturer recommendation to the Board in the summer.
 - N Frame reported that there are currently three applicants for the upcoming fire academy. Interviews will be in late July.
 - N Frame reported that the Facilities Committee is working on various "clean up" projects as needed.
 - N Frame reported that medical training is being coordinated with both Foothills Fire and Highlands Rescue.
 - **Training Chief's Report**
 - R Babcock's report included information re the creation of JPR training videos that will be posted online. Highway training operations and radios for auto aid have been the focus of recent monthly training.
- ❖ **Old Business**
 - **Facility**
 - Bids for an outside security system were solicited by Chief Puffett in response to a growing number of public facility break-ins nationwide. It is believed thieves are looking for opiates in buildings housing emergency equipment. Chief's recommendation was to purchase security cameras to be placed outside the building in high risk areas. The proposals are attached to the agenda. A motion was made, seconded, and unanimously approved authorizing Chief Puffett to proceed with purchasing cameras from Armor at a cost of \$3600.
 - **Grounds Update**
 - In response to the continuing problem of flooding in the west side of the station, bids were received from engineering firms, as recommended and budgeted by the Board in 2017. A motion was made, seconded, and accepted unanimously to contract with Ground Engineering to perform certain duties, including the design

and release of a Request for Proposal to correct the problem(s). Chief Puffett in to request that the contract with Ground Engineering also include appropriate inspections.

❖ **New Business**

➤ SDA Discussion

- The Board agreed that certain documents, including the Board Bylaws, Insurance Policies, and Intergovernmental Agreements will be reviewed at a working session time to be determined at a later date.

❖ **Adjournment**

- The meeting was adjourned at 19:52 hours.

❖ **An Executive Session was opened at 19:53 hours to discuss personnel issues.**

❖ **The Executive Session was adjourned at 20:09 hours.**