

GENESEE FIRE PROTECTION DISTRICT

Board of Directors' Meeting
Minutes of December 11, 2019

- **Board Members in Attendance:** Nancy Balter, Susan Eagle, Patti Harris, Scott Mefford, Beth Moran
- **Board Members Excused:** none
- **Call to Order:** 18:00 by Scott Mefford
- **Minutes of Prior Meetings:**
 - A motion was made, seconded, and approved unanimously, to accept the minutes of the November, 2019 Board meeting.
- **Public Comment and Announcements**
 - None
- **Financial Reports**
 - **Review of October Financials**
 - The December, 2019 financial report was accepted as stated.
 - **Review of Notable Payables**
 - This discussion of significant or unusual spending items, which has previously been done as part of the review of previous month's financials, will be done monthly going forward. There was a brief discussion of the Type 3 fire apparatus, as a significant payable.
 - **Resolution to Adopt the 2020 Budget**
 - A motion was made by Director Harris and seconded by Secretary Moran, to adopt GFPD Resolution No. 2019-1201 to adopt the 2020 Budget. The resolution was adopted unanimously.
- **Reports of Officers, Committees, Professional Consultants**
 - **Deputy Chief's Report**
 - Deputy Chief Frame reported the following:
 - Year-to-Date call volume 185. The 5-year average is 202 calls.
 - The annual holiday celebration will be held at Christie's in the Genesee Town Center on 1/25/20.
 - No new recruiting report
 - The two parking lots at the station have been well-taken care of by the Genesee Foundation. New flags have been ordered; high winds destroyed the existing flags.
 - Engine 954 is still out of service; waiting for parts that had to be special ordered.
 - No medical report
 - Deputy Chief Frame introduced the new Team Success Program. Implementation of this "reward" program is intended to keep volunteers engaged and rewarded for their participation in department activities.
 - **Training Chief's Report**
 - attached to agenda
- **Old Business**
 - **Community Wildfire Protection Plan Update**
 - After discussion of the most recent proposal from Forest Stewards Guild, it was determined that there should be one more scoping meeting. More information is needed re: the % of effort/activity that will go into each segment of the proposal.
- **New Business**
 - **2020 Board Meeting Calendar**

- The monthly Board meeting calendar was approved for 2020. The agenda will include the topic “Executive Session”, for instances where this may be necessary.
 - **Haynie & Company Engagement Letter**
 - A motion was made, seconded, and approved unanimously to engage Haynie & Company to perform the 2019 department audit.
 - **Governmental Entity Agreement with the Colorado Statewide Internal Portal Authority**
 - A motion was made, seconded, and approved unanimously to sign this agreement. This will enable the Department to apply for state grants for web design, etc.
 - **A motion was made, seconded, and approved unanimously to enter Executive Session to discuss personnel issues, specifically the review process and compensation.** As this executive session involves a personnel matter, the employee involved has been given an opportunity to require that this discussion be conducted in public, and the employee has indicated that he/she wishes for this discussion to occur in private.
- **The Board meeting was suspended at 19:15 hours**
- **Executive Session**
 - **Session was called to order at 19:30 hours.**
 - **Session was adjourned at 20:42 hours.**
- **The Board meeting was reconvened at 20:43 hours.**
 - **A motion was made, seconded, and approved unanimously to increase the Chief’s salary by 6%.**
- **The Board meeting was adjourned at 20:45 hours.**