

**MINUTES OF A REGULAR MEETING OF THE
BOARD OF DIRECTORS OF THE
FOOTHILLS FIRE PROTECTION DISTRICT
HELD
March 18th, 2008(TUESDAY)**

A regular meeting of the Board of Directors of the Foothills Fire Protection District (referred to hereafter as "Board") was convened on Tuesday, March 18th, 2008 at 6:30 P.M., at the Mount Vernon Country Club, 24933 Club House Circle, Golden, Colorado.

The meeting was open to the public.

I. ATTENDANCE

Marvin Miller -Board President	Chris Courim- Firefighter
Richard Bartlett -Board Treasurer	Julie Ann Courim- community member
Debra Medved- Board Member	Richard Scheurer- Dist. Attorney
Ric Koogle -Board Member	Jacob Sliemers- Deputy Chief
T.J Carney -Board Member	Jen Sliemers- Lieutenant
Craig Moilanen- Firefighter	Pat Smith-Firefighter
David Stajcar- Firefighter	Patrick Ahern- Firefighter
Murry Wynes- Firefighter	Pati Stajcar- Firefighter
Brian Zoril- Chief	Debby Pohill- community member
John Kilpatrick- Captain	Rosi Quintana- Admin Asst
Brenda Ratkiewicz- community member	Steve Close- community member
Carole Lomond- community member	Pat Hall- Jaspers and Hall, PC

II. ADMINISTRATIVE MATTERS

A. Approve Agenda

- Motion to Approve Agenda As Amended: T. J Carney
- Seconded by: Richard Bartlett
- Vote: Passed Unanimous

B. Review And Approve Minutes Of The February 19th, 2008 Regular Meeting

- Motion to Approve the Minutes Of The February 19th, 2008 Regular Meeting As Amended: T. J Carney
- Seconded by: Debra Medved
- Vote: Passed Unanimous

III. FINANCIAL MATTERS

A. Review Payment of Claims Through the Period Ending March 18th, 2008 For Operations

- Motion To Approve Payment of Claims: T.J Carney
- Seconded by: Debra Medved
- Vote: Unanimous

- B. Review Un –Audited Financial Statements for the period ending February 29th 2008
 - Discussion: Pat Hall from Jasper and Hall was present for clarifying questions concerning the balance sheet of certain items.
- C. Review of Customer Agreement with Green Flag Profit Recovery Services for March 2008-March 2009
 - Discussion: The interim administrator will be taking care of task.
- D. Review of FEMA Grant #EMW-2007-FO-06761
 - Discussion: Chief Zoril will be appointing a member to follow up on the No Smoke exhaust system contacts.

IV. LEGAL MATTERS

- A. Discussion of Process under Which a New District Administrator will be selected and how to handle those Duties in the interim.
 - Motion to retract the current posting of the District Administrator position, notify the applicants and repost with a new job description: T. J Carney
 - Seconded by: Richard Bartlett
 - Vote Failed

 - Discussion: T.J Carney reported that the special district contractors were not interested in pursuing work on an interim basis, and has not received any more information on the other contractors for this interim period. The Structure Committee informed the Board on their research and presented that they would like to see a District Manager that will have Fire certifications for responding when needed but as secondary to running the district. They also presented that the Admin Asst position should be a responder position for coverage from 7AM to 7PM. The committee presented a structure with the District Manager to report directly to the Chief, with a “dotted line” to the Board.
- B. Discussion of Adoption of 2006 International Fire Code.
 - Discussion: The council, Richard Sheurer approved the documentation of adopting the fire code with the President of the Board signing the paper work.
- C. Discussion of Lookout Mountain Water District Letter.
 - Discussion: The Board will be responding to Lookout Mtn Water District’s letter of needing a new additional water tap for the Alpine Rescue Building. The Board has paper work dating back in 1989 with the building that is on the same land as the Rainbow Hills station being approved of using the same water tap.
- D. Board Action and Responsibilities
 - Discussion: T. J Carney brought concerns of the Structure committee involving a third Board member and if it violated the open meetings act. Council Scheurer explained the ruling that if this were enforced that it would make every conversation through phone, email or face to face conversations from one Board member to another a violation of this act.

V. DEPARTMENT ISSUES

A. Update By Station / Apparatus Project Work Groups

- Discussion: The area at the Rainbow Hills station where the proposed office building will be still needs a few more trees to be removed. The truck committee will have a proposal sent to 3 manufacturers and with a response back for June 1st, 2008 to bring to the Board for review.

B. Administrator's and Department Reports

- Discussion: The radio rebanding was successful in reprogramming the radios from 800 to 700/800 frequencies. The start date letter for firefighter members will be available to verify and sign. The computer networking issues and website updating are being worked on by Foothills Fire recruit Chris Schuchmann. The Board would like to have a Sheriff's report and an insurance report filed for the missing rope gear for a member.

C. Chief's Report

- Discussion: Chief Zoril discussed that the pagers have been issued to members. The officers are setting a deadline for finalizing the SOG updates for June 17th, 2008. The SCBA mask purchase requisition was for the new recruit class, and because 3 masks failed in a training recently, Chief will be looking at the manufacture for a response and a reimbursement for 3 masks. The EMS officer is planning on updating the medical bag and condensing them into 1 bag for supplies and oxygen.

D. Approval Of Purchase Requisitions For Department Supplies And Equipment

- Purchase of 18 SCBA Masks
- Purchase of new Medical Equipment bags
- Discussion:

E. Status Report From Support Auxiliary

- Discussion: Julie Ann Courim explained that they are working on assignments for the annual Pancake Breakfast fund raiser and that the auxiliary members will also be seeking donations as well as the firefighters. There is a community member that will be planning on helping with Grant writing for the district.

F. Comments from FFR Member Patrick Smith.

- Discussion: The Board went into executive session for the discussion.

VI. ADJOURNMENT

- Motion to Adjourn: Debra Medved
- Seconded by: Richard Bartlett
- Vote: Passed Unanimous

THESE MINUTES APPROVED AS THE OFFICIAL MINUTES OF THE FOOTHILLS FIRE PROTECTION DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

Marvin Miller

Debra Medved

Richard Bartlett

Thomas J Turner Carney

Ric Koogle