

Gateway-Unaweeep Fire Department Board Meeting
Scheduled time: 6:30pm
July 21, 2015
Gateway Community Center

The meeting was called to order at 6:31pm by Chairman Fred Bolton

Present: Board Members - John Fuller, Fred Bolton, Lisa Eakle, Madonna Dormaier, Jeanne Lewis, Treasurer;
Dorothy Espe, Secretary, Bear Barnett, Fire Chief, Bev Fuller

Absent: None

No public attendees

May Minutes were accepted as written.

Fire Chief Report:

David Dormaier on board has been big help, bringing creative problem solving. There remains lots of work, with progress being slow and doing what they can.

Reminder of white board in office with goals; welcome to look anytime.

Fire station - county electricians installed doorbell, outlets in office, and shorelines that are attached to ceiling to plug in equipment outfitted with quick disconnects.

Went on call to Divide Road; road was rough and wet. Wheels broke doing about \$3,000 in damage.

David is enrolled in online EMT course and will be going to Texas for two weeks for clinical testing. After successful completion, department will reimburse portion of cost. Will provide policy to Bear so he can insert into policies. Currently provide reimbursement of 25% of cost.

Held two fire trainings: Kevin Duckett, Paul Ashcraft, David and Bear involved.

Alex, Paul, David & Bear completed 3 mile endurance test.

Consider replacing gasoline with Truefield fuel for small gas powered equipment; Truefield lasts longer than standard gasoline. It costs more, has anti corrosive properties, but protects equipment and do not have to rotate, which wastes fuel.

Bear attends the following meetings: EMS, Quality Assurance, Mesa County Fire Chiefs, State Fire Chiefs, EMS Council.

David attended Federal Cellular mandate meeting.

There are discussions on merging EMS in Mesa County.

Bear would like to move finances to Cloud based application, where he and Board can access. Will need to discuss with Dalby.

Bear would like credit card for station and supply expenses; will get Board approval for large purchases.

Recommends professional grant writer(s) for large items. Also, brainstorming for fund raising options for large purchases.

One-ton Ford transmission is slipping and is out of warranty. Schroms did work in February of 2014. Took truck back to Schroms to evaluate. Fred will follow up with them.

Protocol process - Bear meeting with Dr. Hall; making progress on required calls.

Chairman:

Fred believes Bear should take control of budget for 2016, as Fire Chief should have instead of Board.

Fuel costs - we have not paid in past, but beginning January GUFD will owe county. 2016 estimate is \$2,500 to \$3,000. Fred would like to arrange to buy from county at lower cost and will talk to them. Fred has fuel costs for 2013, 2014 and 2015 to date. 2015 usage is higher this year with running trucks in training.

Treasurer:

District - \$5,170.35
Volunteers - \$9,957.18
Payroll - \$14,255.28

Need invoice for rent.

Should check and make sure second tax disbursement is in account.

Fred and Jeanne will look at what needs to be done and split duties.

Ambulance has small repair, around \$1,000. Will leave until other bills are paid.

Grant Update:

Received FVA grant. Check was for \$500 less than expected. There was a 50% match. \$10,000 was paid out, but \$4,500 was received. Bear will check.

Colorado EMT grant - approved for \$1,951 towards communications, 10% match. \$5,472 approved for laptops; 10% match. Have until June 2016 to spend.

Refused on two requests because Department does not have 50% match.
Autovent not essential - using deposable units.

First budget draft due October. Fred will give Bear all insurance information. Would like to go back to monthly payment on VFIS. Budget is pretty tight.

Secretary position – Fred asked if Bev is interested in long term and she confirmed. Fred asked for motion. Lisa made motion to accept Bev. Madonna second. All in favor.

Regarding company credit card: Would Board be comfortable with Fred taking his name off card and replacing with Bear? Jeanne felt it would work with their level of communication and some stipulations. Budgeted items okay. Any overage would require Board approval. Bear felt \$250 limit would be adequate. Jeanne suggested higher limit on card but capped for Bear. Motion by John to put credit card in Bear's name, leave at \$500 limit but give Bear \$250 limit for budgeted items, and overage requiring Board approval. Second by Madonna. All in favor. Fred will contact bank.

Policy in writing to provide consistency. SOG 1005 Scheduling & Staffing to be approved (attached). If it goes in by-laws then any changes require Board approval. Motion by Lisa, second by Madonna. All in favor.

Bear would like to move web page to Word Press so he could post, which it currently is. Went with Web Master to clear issues. Now it's working well. Does Board want Fire Chief to have access. Bear clarified he just wants to add blog, updates to calendar and not to change set up and design. Motion by Madonna to give Bear access to website. Second by John. All in favor.

SOG 2001 – Apparatus & Equipment Roster (attached). Serves to satisfy NPPA, determines ISO rating and give goal for budgeted items. Fred felt it's a good plan, but need to understand it's budget dependent. Good to have written 10-20 year plan. Board to read and re-visit next month.

Bear signed up for TruDiligence, background check. Will run check on Carey Wheeler. TruDiligence sending application/authorization forms.

Board adjourned at 8:19pm to Executive Session for Bear performance evaluation.

Re-convened at 8:23pm. Fred will keep file.

Motion to adjourn by Lisa.

Personnel Policies - Section 1000

1005 - Scheduling - 20150721 Revision

I. General Guidelines

- A. staffing is scheduled three months in advance whenever possible
- B. staffing is accomplished in a fashion to maximize the probability of positive outcomes in regards to safety and the well-being of district occupants, occupants within areas of mutual and/or automatic aid, and district personnel; the remote nature of the fire district affords unique challenges in staffing, and ideal staffing is not always available
- C. the supervisor scheduling has full authority to deviate from these procedures as necessary to accomplish staffing goals

II. Staffing Priorities

A. Ideal Staffing

- 1. Officer/ALS
- 2. Officer/BLS
- 3. FF/EMR volunteer staff or greater
- 4. probationary volunteer staff or greater

III. Staffing Algorithm

- A. full-time staff will be on the schedule by the 15th of the month, a minimum of three months in advance, and the calendar dispersed via email
- B. shift picks must be provided via email to firechief@guid.org by the 22nd
- C. schedule is created by last day of the month, a minimum of three months in advance, *WHEN POSSIBLE*

2001 - Apparatus and Equipment Roster - 20150721 Revision

I. Overview

- A. GUFD will maintain a fleet of well-equipped, maintained and functional equipment to meet the needs of the district in a fiscally responsible manner, using a standardized replacement schedule. These apparatus will attempt to satisfy NFPA 1901, 1906 and National Wildfire Coordinating Group (NWCG) standards.

II. EMS Equipment

A. Ambulance 121

- 1. 10 year rotation
- 2. Type 2X as primary ambulance

B. Ambulance 122

- 1. rotated to secondary from primary position for additional 10 years (20 year total lifespan at GUFD)
- 2. Type 2X as secondary Ambulance

C. Cardiac Monitor (C121, C122, C123)

- 1. 5 year rotations with three monitors (one on engine); 15 year total lifespan at GUFD)

III. Fire Equipment

A. Station 1

1. Engine 121

- a) 20 year replacement
- b) GUFD will house a primary response engine compliant with NFPA 1901 *Standard for Automotive Fire Apparatus, Pumper Fire Apparatus* and NFPA 1906 *Standard for Wildland Fire Apparatus* to handle (in order of probability and effectiveness) EMS response, wildland response, wildland/urban interface response, motor-vehicle collision (extrication and technical patient evacuation included), structure fire response and aircraft/aircraft facility accidents.
 - (1) Seating - 4 personnel
 - (2) Water - 750 gallons (1901 2009 edition lists minimum of 300 gallon)
 - (3) Pump - PTO 750 gpm pump (pump-and-roll capable) at min. of 150 psi
 - (4) Equipment Storage - 75 cu. ft. (1901 2009 edition lists 40 cu. ft. and 1906 lists 75 cu. ft.)
 - (5) Ladders - one straight ladder with roof hooks, one extension ladder, one folding ladder

- (6) Fire Hose and Nozzles -
 - (a) minimum of 800 ft of 2 ½ in. or larger (request 1000' of 2 ½")
 - (b) minimum of 400 ft of 1 ½" or larger
 - (c) 200' booster reel (not NFPA 1901 required) prefer rear mount
 - (d) remote-controlled front nozzle, 1 ½" minimum with 2 ½" (if feasible); otherwise
 - (e) prefer fifteen feet of 5" intake for quick deployment
 - (7) environmentally controlled ALS equipment storage
 - (8) mount for stokes basket
 - (9) SCBA - 4 packs with 4 spare cylinders
 - (10) extrication equipment with simple hazmat (pads and dikes)
 - (11) wildland equipment
 - (12) remainder of NFPA 1901 equipment requirements
2. Tender 121
- a) 10 year replacement (30 year total life in department, rotating through stations)
 - b) Tactical Tender (Type T1X)
 - (1) Seating - 2 personnel
 - (2) Water - 2000 gallons
 - (3) Pump - 750 gpm @ 150 psi with pump and roll
 - (4) wildland equipment for two personnel
 - (5) otherwise compliant with 1901 and 1906, except no SCBAs will be housed on this apparatus
3. Brush 121
- a) Type 3X/4X - maintain lease from federal excess property/state to be used by additional staff for wildland and structural fire support
 - (1) Seating - 2-3 personnel
 - (2) Water - 750 -1000 gallons
4. Rescue 121
- a) Type 7X - Short wheel-base vehicle for access to remote areas inaccessible by other means for EMS, wildland firefighting and meeting/utility transport.
 - (1) Seating - 2-3 seated + 1 in stoke's basket
 - (2) Water - 50 gallons

(3) Pump - 10 gpm @ 100 psi

B. Station 2 (future addition at approx. MM 121 of Highway 141)

1. rotated from station 1

a) Tactical Tender

C. Station 3 (future addition at approx. MM 131 of Highway 141)

1. rotated from station 2

a) Tactical Tender

A121 10 yr. C121 5 yr. A122 10 yr. C122 5 yr. E121 20 yr. C123 5 yr. SCBA 15 yr. B121 n/a R121 10 yr. T121 10 yr. T122 10 yr. T123 10 yr.

B = buy; R = rotate to next station/position; S = sell

expenditure

Income

2015				B/S			
2016	B/R		S				
2017		B/R		R	S		
2018						B/S	
2019							
2020						B/R	R S
2021							
2022		B/R		R	S	B/S	
2023							
2024							
2025							
2026	B/R		S				
2027		B/R		R	S		
2028						B/S	
2029							
2030						B/R	R S
2031							
2032		B/R		R	S		
2033							
2034							
2035					B/S		
2036	B/R		S				
2037		B/R		R	S	B/S	
2038						B/S	
2039							
2040						B/R	R S
2041							
2042		B/R		R	S		

A121	C121	A122	C122	E121	C123	SCBA	B121	R121	T121	T122	T123
10 yr.	5 yr.	10 yr.	5 yr.	20 yr.	5 yr.	15 yr.	n/a	10 yr.	10 yr.	10 yr.	10 yr.

B = buy; R = rotate to next station/position; S = sell expenditure income

2043
2044
2045
2046
2047
2048
2049
2050

B/R

S

B/R

R

S

B/S

B/S