

**BEULAH FIRE PROTECTION AND AMBULANCE DISTRICT  
BOARD OF DIRECTORS MEETING No. 157  
October 24, 2019**

**MINUTES**

The meeting of the Board was held at Fire Station #1 in Beulah, CO.

Board members present were: Treasurer Joni Smith, Secretary Kim Toman, and Fundraising Coordinator Bob Thompson. Also attending was Chief Bryan Ware. Absent , were Chair and President John Levar and Vice President Steve McLaughlin, both are excused absences. There were enough Board Members present for a quorum.

**Fundraising Coordinator Bob Thompson called the meeting to order at 6:34 p.m.**

**2. APPROVAL OF AGENDA.**

There was one addition to the Agenda. New Business, Item d, Citizen Request, was added. There were no other no additions or corrections to the agenda.

*Motion was made by Kim Toman to approve the agenda as amended, seconded by Joni Smith. Motion carried with no objections.*

**3. APPROVAL OF MINUTES of September 26, 2019 Meeting.**

Board Members reviewed and approved the draft minutes from the September 26 meeting. There were no additions or corrections to the meeting minutes.

*Motion was made by Kim Toman to authorize Secretary Kim Toman to create the final minutes based on the corrections received and discussed and to approve the minutes as presented, seconded by Joni Smith. Motion carried with no objections.*

**4. FINANCIAL REPORT**

**a.** The District checking balance in the Bank of the San Juans (BSJ) Operating Account is \$12,452; the balance in the BSJ Savings Account is \$2,491.

**b.** Revenue Line Item 7100, EMS Billing, current month activity is \$18,749. Just over \$15,000 was from Medicaid billing.

**c.** Expense Line Item 8220, Volunteer On-Call/Response Pay, current month activity is \$2,120. This is for a portion of Response pay earned that was paid out in September.

*Motion was made by Kim Toman to accept the Financial Report, seconded by Bob Thompson. Motion carried with no objections.*

**5. CHIEF'S REPORT, reported by Bryan**

**a.** As of October 24, 2019, there have been a total of 211 total responses; of those 96 are fire rescue related. Of the 115 EMS responses there were 88 transported to local hospitals. The District has a 9% increase in call volume compared to this time last year.

**b.** The District is still waiting for Pueblo County to have their new water tenders delivered before theirs can be obtained by the District.

**c.** The District was not awarded a SAFER grant, all funds for this year have been depleted. Only 4 agencies in Colorado were awarded grants, none were in Pueblo County.

**d.** Fire Contracts were mailed out last week with a due date of December 31, 2019.

**e.** Bryan wanted to inform the Board and compliment Lt. Blake on her involvement in creating an escape room training with EMS.

## **6. OLD BUSINESS**

### **a. District Auxiliary – Update**

The 2020 Barn Dance is scheduled for May 30, 2020 and Triple Nickle will play again. The vehicle payments are scheduled to be paid for by the November due date.

### **b. Fire Station Site Plans and Activities – Updates**

#### **i. Overall Project – Funding & Punch List Items**

Montano Concrete started doing the patch work on the front driveway as well as the highway access. H.E. Whitlock is getting quotes to reseed the reclamation areas.

#### **ii. Other Grants**

There is nothing to report.

#### **iii. Contract Personnel - 2019**

Bryan presented the Actual 2019 Revenue and Expenses and then reported that there is just enough left over revenues to cover the contract personnel for another month. The Board Members had opportunity to have their questions answered and discussions took place over the revenues and expenditures. The Board ultimately decided to keep the contract personnel for another month.

*Motion was made by Joni Smith to extend the contract personnel for another month, seconded by Kim Toman. Motion carried with no objections.*

### **c. New Full Time Position – Employment Offer Letter - Review**

The Board reviewed the Full Time Position Employment Offer Letter and offered suggested changes. The Board had a few detailed questions, primarily on benefits for this new position. Bryan answered all the questions asked by the Board and the Board discussed each issue fully. Bryan will review the suggestions made by the Board and when the changes are finalized, the open position will be posted, internally only, beginning on November 1<sup>st</sup>. The position will be posted for 14 days.

## **7. NEW BUSINESS**

### **a. Review of Chief Employment Contract**

The Board needs to appoint a negotiator for the Chief's Employment Contract. Typically this negotiator is the Board Chair and President. The Board agreed to continue this tradition and appoint John Levar as the negotiator for a contract with Bryan for Fire Chief. The Board agreed that the new contract period would be for 3 years. This contract will be reviewed and possibly renewed at the November-December combined meeting.

*Motion was made by Joni Smith to appoint John Levar as the negotiator for the Fire Chief Contract for the period from January 1, 2020 to December 31, 2022, seconded by Kim Toman. Motion carried with no objections.*

**b. Setting a date for the Combined November-December Meeting**

The Board agreed to set the November-December Combined Meeting for December 12, 2019 at 6:30pm at Fire Station #1..

**c. Setting a date for the Chief Performance Review**

The Board agreed to set the Chief Performance Review Meeting for December 8, 2019 at 12:00, noon at Fire Station #1.

**d. Citizen Request**

Bryan presented the Board with a letter that he received from a Beulah resident. The letter addressed the new posting requirements for public meetings. The resident feels the new posting requirements are not sufficient and wished that the District consider their specific posting requests. After a deep discussion, it was determined by the Board that the current posting of Agendas for the District on the District website was sufficient. The reasoning for this is that it is very rare that a regular board meeting is attended by the public or a community member. Also, if the public needs to understand a particular issue being considered by the District, the District holds a community meeting and does special notices for this meeting. The special notices for these meetings includes posting posters in public areas around Beulah as well as special mailings for this meeting. In addition, the District has an official office that is open during normal business hours where any individual can come to the office and ask any question they want.

**8. MOTION TO ADJOURN:** *Motion to adjourn was made by Joni Smith, seconded by Kim Toman. Motion carried with no objections.*

Meeting adjourned at 7:41 pm.

Kim Toman  
Secretary, Board of Directors  
Beulah Fire Protection and Ambulance District  
Final

Attachments

-Agenda

-Beulah Fire Protection and Ambulance District – Income Statement Compared to Budget, Jan 1 to September 30, 2019

-Request to the Boards of Beulah Fire Prevention (not a typo) and Ambulance District and both water district (Citizen Request)