

**CORTEZ FIRE PROTECTION DISTRICT
REGULAR BOARD MEETING
October 10, 2012**

CALL TO ORDER

President Jim Bridgewater was absent. It was decided that board member Keenan Ertel would chair the meeting. Mr. Ertel called the meeting to order at 6:01 p.m. in the meeting room at Station #1. Roll call followed and the board members present were Orly Lucero, Kent Lindsay and Keenan Ertel. Jim Bridgewater and Lori Johnson were absent. Administrative Assistant Wendy Mimiaga, Asst. Chief Charles Balke and Chief Jeff Vandevoorde were present for the meeting.

Kent Lindsay made a motion to excuse Jim Bridgewater and Lori Johnson from the regular Board of Directors meeting, Orly Lucero seconded. The motion passed as follows:

Ertel	Lindsay	Lucero	Johnson	Bridgewater
Yes	yes	yes	absent	absent

APPROVAL OF MINUTES

The minutes from the regular meeting held September 12, 2012 were brought before the board for approval.

Orly Lucero made a motion to approve the minutes for the meeting, Kent Lindsay seconded. The minutes for the September 12, 2012 meeting were approved on the following vote:

Ertel	Lindsay	Lucero	Johnson	Bridgewater
Yes	yes	yes	excused	excused

The minutes from the special Fiscal Affairs Committee meeting held September 17, 2012 were brought before the board for approval.

Kent Lindsay made a motion to approve the minutes for the meeting, Orly Lucero seconded. The minutes for the September 17, 2012 special meeting were approved on the following vote:

Ertel	Lindsay	Lucero	Johnson	Bridgewater
Yes	yes	yes	excused	excused

BILLS AND ACCOUNTS

The board reviewed the list of bills and accounts and the financials included in the Board packet. Chief Vandevoorde explained that the total amount for the bills is high, but it does include over \$13K for new radios and pagers. We have waited to the end of the year to see how the budget was doing, and with the new SAFER grant, it has allowed us some extra money to purchase equipment that we need. Mr. Lindsay suggested looking into purchasing equipment at the trainings and conferences the Chief's attend. It was his experience from the past that you can get very good deals at these events. The Chief mentioned that they had thought of that when they attended the conference in Denver, but were hesitant since they were unsure of what the Board would want. The Board agreed that the Chiefs know what they need and what a good deal would be. If the money is in the budget, they should purchase the equipment that is needed, especially if it is at a savings.

Orly Lucero made a motion to accept the bills and financials, Kent Lindsay seconded. The motion passed as follows:

Ertel	Lindsay	Lucero	Johnson	Bridgewater
Yes	yes	yes	excused	excused

PUBLIC COMMENT

There was no public comment.

CORRESPONDENCE

Included in the packet were inclusions from the Cortez Journal from October 2, 2012, about the hiring of six new fulltime firefighters.

REPORT FROM THE ADMINISTRATIVE ASSISTANT

A report of the current financial accounts was included in the packet. The county treasurers' office distributed a total of \$20,916.78 to the district for the month of September, 2012.

The business money market account at 1st Southwest Bank had a balance of \$252,267.05 as of September 28, 2012 with Interest earned in September, 2012 of \$96.74 and year to date of \$1,187.68. The annual percentage yield remained at 0.50%. The 24 month jumbo CD of \$252,500 at 0.90% earned \$193.95 as of September 13, 2012, and year to date of \$1,329.62. The current balance is \$253,829.62.

The balance in the State Farm account, as of September 30, 2012, was \$982,040.13 with interest earned in September, 2012 of \$563.30 and year to date earnings of \$5,570.96. The interest rate remained at 0.70%. The total in our reserve accounts is \$1,488,136.80.

Ms. Mimiaga thanked Chief Vandevoorde and the Board of Directors for allowing her to attend the annual SDA, Special District Association, conference. Ms. Mimiaga and Ms. Johnson attended numerous sessions that provided a lot of information to better help serve our district.

It was reported that the Federal Open Market Committee met last month (September, 2012). The Fed. will continue with aggressive policies and quantitative easing, where they buy treasuries and mortgaged backed securities in order to keep interest rates low thus driving down borrowing costs. The Beige Book came out today, October 10, 2012, and indicated that economic activity expanded. However, we will not see interest rates increasing possibly through 2015. Upon talking with several individuals at the SDA conference, they reported having some problems finding institutions that will take public money, and in some cases are charging the agencies.

REPORT FROM THE ASST. CHIEF

Asst. Chief Balke went over his report that was included in the packet along with a list of the trainings, meetings and events he attended throughout the month. He reported that some equipment demos with hoses and nozzles have been done, with the members, to get the best equipment that the firefighters feel comfortable with.

Asst. Chief Balke has been working with other agencies, Sheriff's department and Police department and has scheduled some joint trainings. This will help to improve the service we are providing in conjunction with what they are doing. The Sheriff's office will be conducting a clandestine lab recognition class next month. They will also inform us when they are doing less than lethal and tactical training so we can be there. That way we will understand their protocols when something does happen and we are called out. We will in turn teach CPR, First Aid, etc.

We have now passed two rounds for the AFG grant we are hoping to receive to replace all of our air packs.

There is a leak in the tank of Rescue 2. A new tank is being shipped to us, under warranty, however the labor is not covered by the warranty. We will need to have it installed.

We had various Pub-Ed events including more fire drills within our district. Asst. Chief Balke met with the school district safety team and the superintendent who would like us to participate in their fire drills on a

quarterly basis. This will allow us to see how the students are exited from the buildings, and let them know where we will need to be so they can move the students to other safe areas.

Asst. Chief Balke also included a graph of the monthly calls and response times for September, broken down by district. The weighted average response time for the month of September, taking into consideration all districts, was 6 min 23 sec.

REPORT FROM THE FIRE CHIEF

Chief Vandevoorde went over the report and list of meetings he included in the packet. He reported that we had a guest firefighter from Cal Fire in the San Diego area. His sister suffered from a diving accident and is paralyzed from the incident. He is riding his bike, and his Captain is following in a car, from San Diego to New York to support her and bring awareness to these incidents. They asked if they could stay here on a stopover along the way. Two of the firefighters gave up their rooms so we could put them up at the station, cooked them a big dinner, and supplied them with water and Gatorade for their journey. They were very appreciative, and liked the Cortez area.

The Badge Pinning Ceremony for the six new fulltime firefighters was held on Friday, September 28, 2012, and was very well attended, about 35 – 40 people in attendance.

We have submitted to receive our first SAFER grant payment, and we will have to request a payment for the pay periods every thirty days, about \$20,500 every two pay periods. The report we will need to submit for the grant will be done quarterly. The turnaround time will only be about one to two weeks to receive the payment.

There were 133 calls during the month of September, 104 EMS, 21 fire and 8 vehicle accidents. The total calls for the year is 1132.

The Chief thanked the Finance Committee for meeting with staff on September 17, 2012. It was a very productive meeting. The committee went over the budget line by line and were given a handout of justifications and explanations for most line items with substantial increases. Mr. Lindsay suggested that each board member receive a copy of the budget before the Finance Committee meets so they can review it and relay any questions or concerns they may have to the committee. The committee can work on them at the meeting, then report back to the Board at the next, October, Board of Directors meeting. That way there will be time to make changes before the Public Hearing at the November meeting.

Mr. Lindsay inquired about the poly tanks. Chief Vandevoorde explained that the tanks have a lifetime warranty. They have developed a crack in the side, as have the same tanks at Lewis-Arriola fire department. The tanks are under warranty, however, the labor is not.

OLD BUSINESS

There was no old business.

NEW BUSINESS

A. 2013 Budget – A copy of the 2013 proposed budget, that was reviewed by the Fiscal Affairs Committee, was included in the packet. Mr. Ertel commented that having reviewed the minutes from the Fiscal Affairs Committee he felt he was informed on what the committee went over and how this budget was formed. Chief Vandevoorde pointed out that he had changed the Grant Income from \$800,000, the total of what the district is hoping to apply for, to \$300,000, the amount in grants we know we will be receiving. This gives us a more true revenue number. The Chief went on to explain that the 2013 budget is only a 4.5% increase, even hiring six full time firefighters, over the 2012 budget. The larger increases are in FPPA, health benefits and insurance. The workman's comp. insurance has not been figured correctly in the past, and the Chief is still working on the limits and valuations for the liability insurance to make sure the district is properly covered. Having a cheaper premium is not worth forgoing proper coverage. We are currently looking into switching to VFIS, even though it is a little more

than our current agency. They offer better coverage, service and free trainings, and the confidence that they will be able to help when we need it. Even though Fire Pac says it has a three year locked in premium, we have had to pay extra premiums each time we have had to change our coverage to correct the errors in the valuations. Ms. Mimiaga expressed that if something were to happen and we needed our insurance company to work for us, I do not feel confident that the district would be properly covered. Discussion ensued about the pros and cons of each insurance company. The board expressed that we should go with the company that we felt would be better for the district.

B. Notice of Budget – Kent Lindsay made a motion to approve the notice of budget and run the legal ad once in the newspaper and post the notice of budget in the three designated places that we post the meeting notices, Orly Lucero seconded. The motion passed as follows:

Ertel	Lindsay	Lucero	Johnson	Bridgewater
Yes	yes	yes	excused	excused

EXECUTIVE SESSION

There was no executive session.

ADJOURNMENT

Having no further business to come before the board, Orly Lucero made a motion to adjourn the meeting, Kent Lindsay seconded. The motion passed as follows:

Ertel	Lindsay	Lucero	Johnson	Bridgewater
Yes	yes	yes	excused	excused

The meeting adjourned at 6:45 p.m.

Jim Bridgewater – President

Attest:

Kent Lindsay – Secretary/Treasurer