



**DEER MOUNTAIN FIRE PROTECTION DISTRICT
REGULAR BOARD MEETING MINUTES
6181 COUNTY ROAD 28 - COTOPAXI, CO 81223
July 17, 2024 at 6:00 PM**

DIRECTORS PRESENT: CJ Allen, Cathy Mask and Nancy Mickelson

CALL TO ORDER: The meeting was called to order by CJ Allen at 6:03 PM

PRAYER: Led by Jerry St. John

PLEDGE of ALLEGIANCE: Led by CJ Allen

MOMENT OF SILENCE: For a fallen community firefighter

CHANGES TO THE AGENDA: None

MINUTES APPROVAL: **Motion** by CJ Allen to adopt the June 19, 2024 Regular Meeting Minutes to the record. Second by C. Mask. Discussion: None. Vote: Unanimous, motion carried.

2023 FINANCIAL AUDIT: Report/Presentation by Andrew Wolf, Auditor with Garren, Ross & DeNardo, Inc.

The audit was reviewed with the board. The deadline for submission to the State of Colorado is July 31, 2024.

Motion by N. Mickelson to approve the Draft 2023 DMFPD Audit for filing. Second by CJ Allen. Discussion: None. Vote: Unanimous, motion carried.

TREASURER'S REPORTS: N. Mickelson (*see supporting documents*)

June Treasurer's report

Checking account balance as of June 1, 2024	\$ 615,900.98
Month of June deposits	\$ 23,373.16
Income plus beginning balance	\$ 639,274.14
Expenses to date	\$ 29,134.35
Total checking account funds	\$ 610,139.79
Total funds available (6/30/2024)	\$ 1,005,064.66

Motion by N. Mickelson to approve the Treasurer's Report. Second by C. Mask. Discussion: None. Vote: Unanimous, motion carried.

Bills Paid Reports:

Bills paid from June 20 through July 17, 2024 \$ 97,834.67

Motion by N. Mickelson to approve the Bills Paid Report. Second by CJ Allen. Discussion: Paid out Motorola for the cost of radios. A reimbursement of the same value from AMR for the sale of the radios to be reflected on next month's income. Vote: Unanimous, motion carried.

CHAIRMAN'S REPORT: CJ Allen

- ADA website compliance: July 23, 2024 is the anticipated launch of the new website. Streamline will redirect from the old site to the new site.
- ZipRecruiter: One driver has been hired. Department request to continue for another month to advertise for additional EMS staff.
Motion by CJ Allen to continue advertising for another month at a cost not-to-exceed \$300. Second by N. Mickelson Discussion: None. Vote: Unanimous, motion carried.
- Legal: In coordination with the Fire Chief, JR Niblett and Chairman, CJ Allen, the new DMFPD attorney is working on an action plan in response to the judgement of last year.

VICE-CHAIRMAN'S REPORT: N/A

ASSISTANT TREASURER'S REPORT: N. Mickelson

- Mid-year Budget Review and EMS Funding Meeting Summary: Conclusion that budget line items need to be shifted and the budget amended. Another budget meeting will be held next month. EMS funding was discussed. New legislation on a possible County Impact Fee to be used toward funding EMS.
Motion by N. Mickelson to pursue with Fremont County the opportunity to collect impact fees for EMS. Second by CJ Allen. Discussion: An EMS charter and specific EMS mill levy are essential. Vote: Unanimous, motion carried.
- Accountant Engagement Letter 2024: Letter provided by current DMFPD accountant, Lenny Merriam, CPA. The Board will review. ACTION ITEM for next month's meeting.
- Employee/Volunteer Background Checks: Clarification that background checks are conducted through NCIC at no charge and reports are contained in staff personnel files.
- The insurance renewal has been received. **Motion** by N. Mickelson to pursue policy renewal with the existing provider/carrier that additionally incorporates cyber coverage. Second by CJ Allen. Discussion: ACTION ITEM for CJ Allen to review with Streamline. Vote: Unanimous, motion carried.

CGC REPORT: C. Mask

- CREATE Colorado State Education Grant/Emergency and Trauma: Provides funds for EMS training. Expenses for a staff workshop would be covered. **Motion** by C. Mask to pursue an application for a CREATE grant for EMS continuing education. Second by CJ Allen. Discussion: None. Vote: Unanimous, motion carried.

PUBLIC INPUT: None

STATION REPORTS: JR Niblett

- There were 26 medical calls, 4 helicopter flights and 100 training hours for EMS. There were 12 calls and 65 training hours for Fire. One mutual aid call to a hay fire in Westcliffe.
- Progress continues on past due NFIRS reports.
- One driver, Fred Beachy, has been hired. No wildland engine boss has been hired. A possible, out-of-state engine boss hire is being reviewed.
- There will be a new ad publishing the sale of the fire truck by July 26.
- ACTION ITEM for JR Niblett for a proposal for radio cost needs for the budget amendment meeting.

OLD UNFINISHED BUSINESS:

New printer was purchased and is up and running.

ANNOUNCEMENTS:

Next regular board meeting is scheduled for August 21, 2024 at 6:00 PM.

ADJOURNMENT:

The meeting was adjourned by CJ Allen at 7:06 PM.

Respectfully submitted,
Anita Gregg, recording secretary

Supporting documentation:
Bills Paid
Profit & Loss Budget Performance