

Poudre Canyon Fire Protection District  
Regular Meeting  
Of the  
Board of Directors  
May 11, 2016 /7:00 PM  
Lower Canyon Community Center

**Call to Order:** The meeting was called to order by President, Glenn Simmons, at 7:00 pm. Also in attendance were Board members: Bette Blinde, Gene Mericle, Paula Collins, and Greg Danhoff.

Brett Ridges, Hugh Collins, Jan Simmons, Zane Edwards, and Kellie Falbo were in the audience.

**Approvals:**

**Oath of Office:** President Glenn Simmons administered the oath of office to newly elected board members: Bette Blinde, Gene Mericle and Brett Ridges. Paula read a thank you letter to Glenn expressing the department's appreciation for his board service.

**Election of Officers:** The board discussed offices for the upcoming year for board members. Bette Blinde offered to remain as Treasurer, Paula Collins agreed to be President, Brett Ridges as Secretary and Greg accepted the role of Vice-President. Motion by Bette and second by Greg *"to accept the new slate of board officers: Paula-President, Greg-Vice-President, Bette-Treasurer, Brett-Secretary, Gene at-large"* Passes 5-0

**Minutes:** Motion by Bette and second by Gene *"to approve the April 13<sup>th</sup> minutes as emailed with no corrections."* Passes 5-0.

**Treasurer's report:** Motioned by Greg *"to accept treasurer's report submitted"*. Seconded by Brett. Motion passed 5-0. Bette would like to revamp the how the budget and the monthly financial reports look so they have the same categories and are easier to read and compare. Motion by Greg and second by Gene *"to look at the treasurer's report and budget and make changes to make them more comparable and easier to understand."* Passes 5-0

**Old Business:**

**Pending Grant Applications:** Chief Collins reported that he should hear this week if we received the 50% matching VFA (Volunteer Firefighter Assistance) grant for fire shelters. The FEMA grant is due next fall. Chief Collins will be resubmitting the grant to Firehouse Subs for the ANSI class 3 jackets this quarter.

**Refinancing:** Bette talked to our attorneys about refinancing our loan on the buildings. They advised her that either we maintain the financing with another lease-purchase agreement, or ask the voters for permission to change our financing type to a standard mortgage. Bette is going through the current lease-purchase agreement to find the wording of a clause required by the state regarding a yearly vote by the board to spend the money for the next year's lease.

**Station I - Emergency Power:** Chief Collins reported he had met with Lower Canyon Community Board and they have approved our plan to provide emergency power capabilities to the community

center and fire station. The work will be done at Station 1 on May 31<sup>st</sup> by Collins Control and Electric Inc. Gene volunteered to be on site during the installation of the transfer switch and give access to the fire station.

## **New Business:**

**EMT training requirements for new personal:** Board discussed the need for a policy on sponsoring EMT training for new recruits. A probationary term for membership was suggested and reimbursement procedures/amounts were discussed. Board will work on a department policy. Bette suggested looking into EMT grants to pay for training. It will be put on next month's agenda.

## **Reports:**

**Chief:** Chief Collins reported there were **3 calls** in April; 2 fire, one medical. Chief met with LPCA Board regarding **emergency power at Station 1**. The project is proceeding as planned. He attended the sheriff's **All Hazard Summit** and learned that:

- ~LCSO (Larimer County Sheriff's Office) will provide a **PIO** (Public Information Officer) upon request from our department
- ~State will reimburse PCVFD for **air support** if we request it, but if the county requests the air assistance, they are responsible for the paperwork.
- ~There is currently **limited leadership** (engine boss/crew boss) for county fire crews for this season.
- ~Colorado State Patrol is now **lead agency for Hazmat** incidents.

Chief and others participated in Glacier View's **Fire Wise** event with a table display and Engine 641 on May 7<sup>th</sup>. He has sent out **2016 clothing order** forms to volunteers. He is working with Kevin Johnson (LCSO) on a building use agreement at Station 2 for emergency services events.

**EMS:** Zane reported that last month's **continuing education** training with Julie Scott was good with 7 EMTs attending. May 24<sup>th</sup> is the next Con Ed training. Zane reported the need to purchase glucometer test strips, 5 additional tourniquets, 15 quick clot and additional NPAs and 2 pelvic binders. Motion by second by Bette *"to authorize Zane to spend \$500 to purchase EMT items"*. Passes 5-0 Rescue 1 will need to replace their medical bag in the near future according to Zane and Kellie.

**Station 1:** Kellie reported they had a successful station cleaning and power cot training this week. Tony will be scheduling the wildland pack test, soon. Kellie currently has 5 firefighters signed up for a first aid class. The planning for the annual pig roast at the Swing Station is underway. We should be getting \$1000 for our marathon participation. 40 have responded for the upcoming wildland training on Sunday so far. Kellie would like training on the Forest service truck. Greg suggested Buzz for an instructor.

**Station 2:** Greg reported Station 2 needs some clean up.

**Station 3:** Bret reported 631 will go to Station 3. May need a fence to keep slash out of trees.

**Station 4:** Bette reported Station 4 also needs to be cleaned and will be having training on the vehicles. Had one power pole fire. Hugh read a thank you letter from Mrs. Warner expressing appreciation for the department.

**CLPFEG:** reported the Chili Cook-off monies (\$8,800) have been deposited, and that CLPFEG will be meeting soon now that officers have returned to the canyon. Kellie announced the free event for firefighters at the Mish to celebrate 100 years this Friday.

**Building Committee:** Jan reported that the community center will be rented out on Saturday. Greg reported that the mitigation has been done around Station 2 and the chapel.

Meeting adjourned at 8:07 pm. Motioned by Bette. Seconded by Paula.

Next Meeting:

May 11-	Lower Canyon
June 8-	Upper Canyon
July 13-	Lower Canyon
August 10-	Upper Canyon
September 14 -	Lower Canyon
October 12-	Upper Canyon
November 9-	Lower Canyon
December 14-	Upper Canyon