

**Clear Creek Fire Authority
MINUTES
6:30 p.m., Wednesday, November 12, 2014
Station 1 - Dumont**

I. Call to Order

The meeting was called to order by Chairman, Gene Day at 6:41 p.m.

Attending:

Board of Directors:	Gene Day	Chairman
	Wendy Koch	Vice Chairman
	Tim Mauck	Treasurer/Secretary
	Mark Reynolds	Georgetown Representative
	Steve Kroll	ESD Representative
Others in attendance:	Kelly Babeon	Fire Chief
	Mark Abrahamson	Deputy Chief
	Donna Gee	Minute Taker
	David Taylor	CCFA Volunteer
Guest:	Jeremy Jones	CCFA Volunteer

II. Approval of Agenda

Wendy Koch made a motion to approve the November, 2014 agenda as presented. Tim Mauck seconded the motion and the agenda was approved unanimously.

III. Public Comment/Unscheduled Appearances

No public comments were made.

IV. Reading & Approval of Minutes

Tim Mauck made a motion to approve the October 8, 2014 minutes as presented. Wendy Koch seconded the motion and the minutes were approved unanimously.

V. Approval of Bills & Financial Report

Bills for Approval/Check Detail

The Bills for Approval and Check Detail were reviewed. Comments included that the \$156,391 is the 2nd lease payment on the new trucks, there are two payments per year; Simplex is the final function test & system hookup and Xcel is a combined payment for all stations. No other comments, questions or objections were made. Mark Reynolds made a motion to accept the Bills for Approval and Check Detail as presented. Steve Kroll seconded the motion and the reports were approved unanimously.

Gene Day - Yes	Steve Kroll - Yes	Mark Reynolds - Yes
Wendy Koch - Yes	Tim Mauck - Yes	

Financial Report

Executive Summary: The Executive Summary was reviewed and highlights shared by Chief Babeon. Comments included that the ESD payment came in today minus \$17,000. The ESD contribution was adjusted by Carl Small at the final approval of the 2014 Budget, after the Fire Authority budget was finalized, and the final Empire payment is the only one outstanding for the 4th quarter. No other comments, questions or objections were made.

VI. Old Business

No Old Business was presented.

VII. New Business

2015 Budget Rough Draft

A rough draft of the 2015 proposed budget was provided to the board and reviewed by line item. Chief Babeon provided detail and justification for each line item. Updates will continue to be made to the draft budget and a final budget will be presented at the December, 2014 meeting for approval. It was requested for Wild Fire Support to include \$50,000 in the budget, even though this is reimbursed. Chief Babeon will work with the accountant for the best location as it is possible it will need to be under payroll.

VIII. Report from Deputy Chief – Mark Abrahamson

Deputy Chief Abrahamson shared highlights with the board on the fire in Idaho Springs east of Gilson Gulch on November 8, 2014 caused by a rekindled recent camp fire.

IX. Report from Fire Chief – Kelly Babeon

- Chief Babeon attended a three day class for the accreditation he is researching for the Fire Authority. The program is a management program for organizations to consistently improve. The program is not easy to do as a solid tracking system for a minimum of three years is needed and everything needs to be in place. It was noted that projects towards the accreditation can be worked on through the year that does not cost money.
- Chief Babeon review calls.
- Chief Babeon contacted the Project Manager of the PPSL regarding the placement of signage and other concerns with construction inactivity.

X. Announcements

Chairman Report

Chairman Day discussed the board's wishes to become more involved with the Fire Authority's goals. Chairman Day will be meeting with the Officers and the Stakeholders to obtain feedback. The "SWOT" analysis (Strengths, Weaknesses, Opportunity and Threats) will be used. Once the interviews are conducted, Chairman Day will put together a report to share with the board in the February meeting, so that short, medium and long term goals can be created. Chief Babeon indicated that this can be tied in with the accreditation program. Associations such as MSEC, ESCI and SDA have assessment and evaluation services to help the Board with identifying goals. A work session will be scheduled after Chairman Day's report is complete.

XI. Adjournment

The meeting was adjourned at 7:55.

**The next regularly scheduled meeting is scheduled for December 10, 2014
at the Fire Authority in Dumont.**



Gene Day, Chairman