

**CLEAR CREEK FIRE AUTHORITY
BOARD OF DIRECTOR'S MEETING MINUTES
6:00 p.m., Wednesday, January 13, 2016
Station 1 - Dumont**

I. Call to Order

The meeting was called to order by Chairman, Tim Mauck at 6:31 p.m.

Attending:

Board of Directors:	Tim Mauck	Chairman
	Wendy Koch	Vice Chairman
	Gene Day	Secretary
	Steve Kroll	ESD Representative
	Mark Reynolds	Georgetown Representative
	Tom Hale	Georgetown Representative
	Mike Hillman	Idaho Springs Representative
	Chris Frey	Silver Plume Representative
Others in attendance:	Kelly Babeon	Fire Chief
	Donna Gee	Recording Secretary
	Bob Cole	Attorney

II. Approval of Agenda

It was requested to move the Executive Session to after Announcements, under Old Business: ESDI Evaluation Update and under New Business: Postings and Mutual Aid Agreement with E Grand Fire Protection. Gene Day made a motion to approve the amended January 13, 2016 agenda. Chris Frey seconded the motion and the amended agenda was approved unanimously.

III. Public Comment/Unscheduled Appearances

No public comment was made.

IV. Reading & Approval of Minutes

Gene Day made a motion to approve the December 9, 2015 minutes as presented. Steve Kroll seconded the motion and the minutes were approved unanimously.

Mark Reynolds made a motion to approve the December 10, 2015 continuation meeting 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 the Check Detail were reviewed by Chief Babeon. Some supportive detail was provided on some transactions. No other comments, questions or objections were made. Gene Day made a motion to accept the Bills for Approval/Check Detail as presented. Wendy Koch seconded the motion and the reports were approved unanimously.

Financial Report

The Financial Reports were reviewed by Chief Babeon. Chief Babeon noted the report is through December 31, 2015 and some additional expenses may hit in January for 2015, the budget is at 60% and will get some support detail for 142% Fleet Maintenance and 194% Volunteer/Appreciation. No other comments, questions or objections were made. Gene Day made a motion to accept the Financial Report as presented. Tom Hale seconded the motion and the Financial Reports were approved unanimously.

VI. Old Business

ESDI Evaluation Update

A summary with ESDI Evaluation updates was provided to the Board and Chief Babeon reviewed the highlights. It was noted the yellow are items in place, and dates are listed, green are in process and orange is for discussion. Training for Fire Fighter 1: three people are in the Evergreen Academy, and seven people start in June. When the training is complete volunteers will start Medical Emergency Response training. If there is any discussion or clarifications needed, contact Chief Babeon. Chief Babeon will review with Dan Qualman a few clarification questions asked by the Board. The timeline of the 180 Day Plan was reviewed with the Board and a Work Session was scheduled for Wednesday, February 3 and February 17, at 6:00 pm to 8:00 pm to review and update the 180 Day Plan. No written minutes will be taken.

No other old business was presented

VII. New Business

Election of CCFA Board Officers

Tom Hale made a motion to elected Tim Mauck – Chairman. Mike Hillman Seconded and the election passed unanimously. Tom Hale made a motion to elect Mike Hillman – Vice Chairman and Gene Day – Secretary/Treasurer. Chris Frey seconded the motion and the slate of elected officers was approved unanimously.

Adopt Board Meeting Posting Location – Resolution 2016-01

Gene Day made a motion to accept Resolution 2016-01, a Resolution Designating the Position Location of Notice of Meeting as presented. Chris Frey seconded the motion and the resolution was approved unanimously.

Fire Chief Performance Review

The Performance Review form and a previously completed evaluation for Chief Babeon were provided in the packets with a job description. Tim Mauck requested that the Board take home the documents, review, complete and return the feedback to Bob Cole via fax or email by January 27, 2016. Dan Qualman will combine and assist in the document preparation. It was noted to look at feedback from staff and others for review purposes next year.

Annual Cost of Living Adjustment – Paid Staff

Chief Babeon indicated that the budget includes a cost of living adjustment for the paid staff positions and some staff members earn less than industry standards. In the past 2%/3% has been approved based on County increases. The County will not make a decision on increases until June. Tom Hale made a motion to approve a 3% cost of living increase. Mark Reynolds seconded the motion and the 3% was approved unanimously.

Postings

It was noted that no minutes have been posted after May on the website and that the ESDI Evaluation is posted on the home page of the website. Resolutions and IGA will be added to the website from 2015 going forward.

Mutual Aid Agreement with East Grand Fire Protection (Winter Park Area)

Chief Babeon indicated the Board had approved for Chief Babeon to sign Mutual Aid Agreements. This specific agreement listed the Chairman and Secretary as signatories. The Board approved and authorized for Chief Babeon to strike the Chairman and Secretary and list his name and title and to sign. No other comments, questions or objections were made. Chief Babeon stated that there are current

Mutual Aid Agreements with Black Hawk, Lake Dillion, now East Grand and verbal agreements with Central City and Foothills.

III. Report from Assistant Chief Brian Oppenheimer

Assistant Chief Oppenheimer was not present

IV. Report from Fire Chief Babeon

- A debrief was provided for the fire on December 18, 2015 in Georgetown and on January 11, 2016 in the Floyd Hill area.
- There was a medical call in St. Mary's; Chief Babeon will work with the County Manager on the relations between the Ambulance and the Fire Authority.
- There will be a medical class offered in March and a class to allow volunteers to drive an ambulance.
- There are 3 people in EMT school and 2 people in paramedic class.
- A rough draft of the Capital Plan will be available for next month's meeting.

V. Announcements

No announcements were made.

Executive Session

Tim Mauck made a motion to adjourn the meeting of the Clear Creek Fire Authority Board of Directors to enter into executive session pursuant to 24-6-402(4)(b), C.R.S. for a conference with the Fire Authority's Attorneys for the purpose of receiving legal advice regarding termination hearings and claims arising therefrom. Wendy Koch seconded the adjournment and the motion to enter to executive session was approved unanimously. Tim Mauck indicated that no written minutes will be kept and Chief Babeon will not be included in the discussion.

Tim Mauck adjourned executive session at 9:05 p.m. Robert Cole, Attorney for the Fire Authority, certified that the discussion in executive session constituted privileged Client, Attorney communications. Tim Mauck stated no written minutes were kept.

VI. Adjournment

Tim Mauck adjourned the meeting of the Fire Authority Board of Directors at 9:10 p.m.

Work Sessions have been scheduled for February 3, 2016 and February 17, 2016 at 6:00 pm at the Fire Authority in Dumont.

The next regular scheduled meeting is February 10, 2016 at 6:30 pm at the Fire Authority in Dumont



Tim Mauck - Chairman