



LARKSPUR FIRE PROTECTION DISTRICT

9414 South Spruce Mountain Road Larkspur, Colorado 80118
Business Phone (303) 681-3284 Fax: (303) 531-7373

REGULAR BOARD OF DIRECTORS MEETING

January 13, 2011

Station 161

MEETING MINUTES

Present: Darol Yarman, President
James Burke, Treasurer
Scott Simms, Secretary
Mike Andersen, Board Member
Becky Hernandez, Admin. Assistant
Lou Kirkland, Accountant
Guests: 14

Excused: Jamey Bumgarner, Fire Chief
Maynard Kealiher, Board Member

I. MEETING CALL TO ORDER

President Yarman called the meeting to order at 1922 hours, following the Pension Meeting.

II. PUBLIC COMMENT/RECOGNITION

None

III. CONSENT AGENDA

- A. Dec.09, 2011 Regular Meeting Minutes
- B. Financial:

- 1. Accounts Payable

Mrs. Kirkland discussed the financials and checks submitted for payment. A motion was made by Mr. Simms and seconded by Mr. Burke to approve the Consent Agenda, with the correction on Board Member's name.

IV. CHIEF'S REPORT

1. EMS Billing Policy discussion - discussion on the EMS Policy draft, Transport Dispute form, and a billing letter request. The policy will be brought back to the February Board Meeting. A motion was made by Mr. Simms and seconded by Mr. Burke to approve the billing request letter.
2. Collection Agency Discussion – Chief Mills discussed the current Collection Agency's policy as well as a competitive company. A motion was made by Mr. Simms and seconded by Mr. Andersen to approve the changing of the collection agency directing the Chief to sign the necessary documents.
3. Rescue Billing Update - Chief Mills updated the Board regarding Rescue Billing [usage of apparatus billing-based off the Cooperator Resource Rate Form (CRRF), man-hours, disposable items, Haz Mat supplies, etc.], discussion ensued.
4. Payroll Proposal – Chief Mills distributed Chief Bumgarner's payroll options and discussed the various companies' options.
5. Bond Election discussion – discussion was held in regard to going forward with

an election (mill levy or bond to be decided after further investigations) and that money would have to be found within the budget.

6. Overtime discussion – Medic coverage and staffing level discussion. Financial issues also discussed with input from guests allowed. Part-time and overtime action postponed until next Thursday (Special Meeting requested).

Closed the Regular Board Meeting to open the Budget Hearing to Amend the 2010 budget at 2144 p.m. Closed the Budget Hearing at 2145 p.m. and reopened the Regular Board Meeting.

V. ACTION ITEMS

1. EMS Billing policy approval – hold over until February Board Meeting.
2. Payroll Proposal approval – A motion was made by Mr. Andersen and seconded by Mr. Simms to change our payroll services over to PayChex by February 15, 2011.
3. Conflict of Interest statements for Board – Board Members filled out the Conflict of Interest forms and provided them to Mrs. Hernandez.
4. Resolution to establish meeting location, date and time for 2011 A motion was made by Mr. Burke and seconded by Mr. Andersen to approve Resolution 2011-001, establishing the meeting location dates and times for 2011.
5. Conduct hearing to amend 2010 budget and pass resolution - A motion was made by Mr. Andersen and seconded by Mr. Burke to approve Resolution 2011-002 to amend the 2010 Budget.

VI. EXECUTIVE SESSION

President Yarman motioned a break in the Regular Board meeting at 2222 hours. A motion was made President Yarman to enter into Executive Session at 2232 hours for personnel matters pursuant to CRS 24-6-402 (4) (f). All were in favor and the motion carried. The Executive Session ended at 2259 hours.

VII. ADJOURNMENT

A motion was made to adjourn the regular meeting by Secretary Simms at 2259 hours.