



# 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*

April 14, 2022

Station 161

## MEETING MINUTES

### Present:

Rodger Greer, President

Cynthia Applegate, Secretary

Robert Danti, Treasurer

David Vance, Board Member

Ed Chambers, Board Member

Stuart Mills, Chief

Frances Esty, LFPD Accountant

Jodi Warner, Admin Assistant

### I. MEETING CALL TO ORDER

The meeting was called to order at 18:05 hours.

### II. PUBLIC COMMENT/RECOGNITION

None

### III. CONSENT AGENDA

March 10, 2022, Meeting Minutes

Financial Report

- A. Mrs. Applegate motioned to approve the March 10, 2022, Regular Meeting minutes, with one typo corrected; Mr. Vance seconded. All were in favor and the motion carried.
- B. The group discussed a few individual items on the treasurer's report; expenses are currently at 20% of 25% goal. Mr. Vance motioned to approve the treasurer's report; Mr. Chambers seconded. All were in favor and the motion carried.

### IV. CHIEFS REPORT

Chief Mills provided an update regarding covid; there is currently one employee out due to Covid. D&J Water Tender is having a difficult time finding a low-boy to take possession of Tender 164. Engine 161 has been repaired and is back in service. The ambulance with the door damage has been repaired and is back in service.

Chief Mills has discussed the concern of world-wide IT system security risks with Gary Sandstrom the owner of the LFPD contracted IT company. The LFPD network is secure.

The last posting for part-time personnel only had five qualified candidates. Only one passed all phases. The one candidate that passed and was hired as a part-time employee is now a full-time employee due to a recent career vacancy. We have another posting out for part-time FF/EMT's and FF/Paramedics. This posting will be active until May 16th. Instead of the traditional testing process (which has worked well for us in the past but not in the two most recent testing processes) we are using a company called National Testing Network (NTN). NTN offers their own application packet, public service assessment questionnaire, and written test. Each of these are required prior to entering our agency testing; this cuts down our processes and costs. There is the high probability that we will soon be losing another FF/Paramedic to another agency. If this happens, we will put a posting for the vacant position on NTN.

The EMTS Grant (through CDPHE) for a new ambulance has been submitted. If the grant is approved, we will get a match between \$94,952.50 and \$113,740.

The Regional Emergency and Trauma Advisory Council (RETAC) review was held on March 17th. It seemed to go well.

**V. BOARD DISCUSSION/ACTION ITEMS**

- A. The group discussed the Grant Writer Administrator position. Mr. Danti motioned to approve the funding for the Grant Writer Administrator position with Chief Mills overseeing the position; Mr. Chambers seconded. All were in favor and the motion carried.

**VI. PUBLIC COMMENT (3 min limit pp)**

None

**VII. EXECUTIVE SESSION**

The Board entered executive session, under personnel matters§24-6-402 (4), at 18:48 hours. No decisions made under executive session.

Executive session adjourned at 19:53 Mr. Chambers seconded.

The Board entered regular session at 19:54.

**VIII. ADJOURNMENT**

Mr. Chambers motioned to adjourn the meeting at 19:54; Mr. Danti seconded. All were in favor and the motion carried.