

GOLDEN GATE FIRE PROTECTION DISTRICT  
BOARD MINUTES  
Of  
August 17, 2009

The tape recordings of the meeting are to be used by the recording clerk for reference purposes only in creating these minutes and are not kept as a permanent record.

The Board meeting was called to order by Board President Barbara Crawford at 7:02 p.m. The meeting was held at Fire Station #2, 7181 Crawford Gulch Road.

**ROLL CALL**

Board Members present: Barbara Crawford, Amy DeVos, Robert Thiessen and Doug Miller. Kerri Crawford was absent due to a conflict with work. Her absence was excused by the Board

Also in attendance: Cathy Kowitz, Administrative Assistant and Kelly Sorvig, Fire Chief.

Firefighter Sam Wineland was in attendance.

Guest in attendance: Jerry Ward from VFIS.

**PLEDGE OF ALLEGIANCE**

Barbara led everyone in the Pledge of Allegiance.

**PUBLIC COMMENT PERIOD**

Firefighter Sam Wineland addressed the Board with comments/complaints that he has. He was referred to Chief Sorvig to address the issues he has.

**VFIS PRESENTATION**

Jerry Ward with VFIS provided the Board with information on the renewal of the District insurance policy and reviewed the policy with the Board.

**REGULAR AGENDA  
MINUTES**

The minutes of the Regular Board meeting from July 15, 2009 were reviewed and presented as corrected. The minutes were unanimously approved by the Board. The Board also approved the minutes from the June 17, 2009 Board meeting, with the requested corrections.

**ADDITIONS OR DELETIONS TO THE AGENDA**

Doug asked that Jerry Ward with VFIS be allowed to go over the insurance coverage.

**TREASURER'S REPORT**

**Monthly Report:** Amy Devos gave the Treasurer's Report. The July Treasurer's Report was reviewed and was not approved by the Board pending corrections to the General Funds Report.

Cathy is to present an updated report at the September meeting. Approval was given by the Board to pay the bills presented.

### **CHIEF'S REPORT**

**Emergency Calls:** Kelly stated that the fire department has responded to four calls in the past month, three EMS and one fire. He stated there was no fire loss for the month.

**Membership update:** Chief Sorvig stated that there are currently 10 regular members, two probationary members, three pending recruits and two new applicants (report attached).

### **GRANT UPDATE**

Barbara informed everyone that there is still money to spend for the medical grant. She is looking into a grant from Rolling Hills.

### **CULTURE AND RECRUITMENT**

This item was deleted from the agenda and not discussed.

### **COMMITTEE REPORTS**

#### **Budget Committee**

Barbara is to get the calendar for the dates the budget is due. Doug, Bill, Amy and Kelly are working on the budget.

#### **Performance review report**

Performance review held for the Chief. Need better job description for Cathy and set date for her review.

#### **Needs Survey**

Bill sent in an update on the needs survey. Doug suggested recognizing firefighters on the Grange sign.

### **UNFINISHED BUSINESS**

#### **STATUS OF CISTERN 2**

Doug stated that the repair work by Dave Primmer is complete. The tank needs to be filled ASAP to make sure everything is ok.

#### **STATUS OF MAINTENANCE PROJECTS FOR BOTH STATIONS**

Barbara stated that the furnace repairs and heater work is to be done at St. #1 by Blue Sky on August 27<sup>th</sup>. The Board approved a NTE of \$1,000 for the furnace and heater work. The Board also approved a NTE of \$1,500 for work on the bay doors at St. #1 and St. #2. The Board is to look at the plans for St. #2 before proceeding with the grading work at the back of the station. Robert is to take the lead on getting the grading work done at St. #2.

#### **DISCUSSION/APPROVAL OF "STEPS TO MEMBERSHIP"**

Barbara would like this topic added to the recruitment and retention committee.

#### **DISCUSSION/APPROVAL OF DRIVING POLICY**

Barbara stated that this topic should be added to the recruitment committee for discussion.

**APPOINTMENT OF COMMITTEE TO WORK ON RECRUITMENT AND RETENTION**

The committee is to consist of Barbara, Amy and Kelly who are to work on these issues.

**REVIEW OF HOW MINUTES SHOULD BE REPORTED**

Amy handed out a sample for the Board to look at.

**NEWSLETTER**

Barbara asked for articles for the newsletter which will be going out in October, after the Pig Roast.

**NEW BUSINESS**

**SDA CONFERENCE**

Barbara stated that Kerri is interested in going to the conference in September and asked if anyone else would like to go. The Board approved paying for Kerri to go to the conference.

**PIG ROAST**

Barbara asked the Board if anyone would be able to help with the Pig Roast on September 26<sup>th</sup>.

**OTHER MATTERS**

Barbara reminded everyone that the Awards banquet will not be at the Victorian House because it has closed down. The banquet will be now be held in Arvada.

**UPCOMING DATES**

A list of upcoming dates:

- August 25<sup>th</sup> - Assessors certify actual tax values
- Sept 16<sup>th</sup> – Regular Board meeting and Pension Board meeting– St. #1
- Sept. 26 - Pig Roast
- October 21<sup>st</sup> - Regular Board meeting – St.#2

**ADJOURNMENT:**

The meeting was adjourned at 10:38 pm.

Respectfully submitted:

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Amy Devos, Secretary

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Board Member