

SMITHVILLE AREA FIRE PROTECTION DISTRICT
REGULAR MEETING
March 26, 2019

The regular monthly meeting of the Smithville Area Fire Protection District was called to order by Chairwoman Debbie Childress at 7:00 p.m. Board members present were Debbie Childress, Bob Painter, Charlie Waters, and Brian Laybourne.

The pledge of allegiance was recited.

REVIEW PREVIOUS MONTHS MINUTES:

D. Childress made a motion to approve the minutes of the February 26, 2019 regular meeting. The minutes were approved with no changes and without objection.

TREASURER'S REPORT:

The Treasurer's Report for February 2019 will be for audit with no changes and without objection.

PRESIDENT'S REPORT:

D. Childress thanks Captain Jeff Cauble for covering last two weeks in Chief Cline's absence.

D. Childress that in correspondence with Daylight Savings Time, she reminds everyone to check their smoke detectors.

CHIEF'S REPORT:

Captain Jeff Cauble provided the Chief's report.

SAFPD responded to 89 incidents including one chimney fire, and nine motor vehicle accidents. Total runs for 2019 is 189; 209 at same time last year; 10 percent difference.

All personnel and three volunteers attended 12-hour National Fire Academy class, Preparing for Initial Company Operations, which is the first class in a three-part program as part of their professional development. Two members from each shift attended a four-hour class on firefighter cancer reduction hosted at south Platte Fire Protection District. Total number of training hours for the month: 312. Total for 2019 is 509 Hours.

Chief is working with firefighters union to form work committee to discuss risks of firefighter occupational

cancer.

Maintenance.

Station #1: Personnel began making improvements to training area.

Station #2: Sintos performed annual inspection and maintenance of the fire alarm. Generator serviced by Gateway.

Station #3: 31-foot overhead door adjusted by Overhead Door Company. Generator serviced.

Equipment.

2005 Precision had oil change and new rear brakes installed. 2010 Pierce is at TNM getting oil change.

2017 Precision was out for couple days getting the cab bushings replaced; oil change scheduled after pumper 11 is back.

New battery installed in each brush truck. 2004 F-550 had oil change and tire rotation.

Oil change in 2010 Pierce.

Brush saw had new choke installed.

Boat 2 had repairs done to the motor at Smithville Marine.

Administration.

February 27, Smithville fire hosted the Northland chiefs quarterly meeting. Coordinator training was main topic.

February 28, Chief met with Tony Hollin, which is the president and owner of Isotech, internet provider, also leases spaces on both SAFPD towers; have been operating without a signed lease agreement for Station #3. Lease agreement for Station #2 is expired. Working on figuring those contracts out.

March 5, 6, and 8, training on the new SCBAs provided by the manufacturer. Units placed in service on March 15; new SCBAs on all of our trucks.

March 11, began rotating pumpers and tankers through annual oil changes.

March 11, financial audit field work went underway. Connie and Chief working with auditor on-site, reviewed documents.

March 11 operations meeting, discussed progress made on the lad tech system and inventory of all equipment with the value of \$1,000 or greater. Anything of \$1,000 value

or greater will get a metallic sticker for inventory. Discussed daily firefighter training program and future training needs. Discussed current apparatus and equipment issues.

Volunteer interviews coming up at the end of the week this week. D. Childress asks if there is a limit to how many volunteers SAFFPD can have. Cpt. Cauble responds two are scheduled to interview, and bunker gear availability dictates number of volunteers.

D. Childress asks Attn. Scarborough when lease review will be finished. Attn. Scarborough responds they will be complete before next board meeting.

C. Waters asks when SCBA training for all shifts will be complete and units put into service. Cpt. Cauble responds all training is complete and all units are currently in service.

PUBLIC COMMENT:

None.

UNFINISHED/OLD BUSINESS:

None.

NEW BUSINESS:

1. CONSIDER APPROVAL OF EMPLOYEE ANNUAL EVALUATION POLICY.

D. Childress notes error under the discriminatory harassment form.

D. Childress asks if firefighter reviews are done by captains or chief. Cpt. Cauble responds the Captains do the firefighters' and the Chief does the Captains' reviews.

Attn. Scarborough recommends addition of the language, "and in accordance with state law," to the last sentence of the records retention policy. Attn. Scarborough discusses records retention schedules with the Board.

D. Childress made a motion approve the employee annual evaluation policy with the changes of inserting the district's name under 10.01.6.1, and adding language under 10.01.8, "and in accordance with state law." C. Waters seconded. All present voted yes. Motion carried.

NEXT BOARD MEETING:

The next regular meeting of the Board of Directors will be Tuesday, April 23, 2019 at 7:00 p.m.

ADJOURNED:

D. Childress made a motion to adjourn the regular meeting. Motion was seconded by C. Waters. Roll call vote: B. Painter, yes; C. Waters, yes. B. Laybourne, yes D. Childress, yes. Motion carried. Adjourned at 7:17 p.m.

Respectfully,

/s/ Liebe Stevenson

LIEBE STEVENSON, C.C.R #1340

The meeting minutes were written by Liebe Stevenson, under the authority of the Board of Directors. These minutes are not official until read, approved and signed by a member of the Board.

Charlie Waters, Secretary

Date