

RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of the Board of Directors of the Elizabeth Fire Protection District

Held: Tuesday, October 8, 2024, 6:00 p.m.

Attendance

The regular meeting of the Board of Directors of the Elizabeth Fire Protection District ("District") was called and held in accordance with the laws of the State of Colorado.

The following Directors were in attendance:

- Rick Young, Board President
- Scott Christensen, Board Vice President
- Wayne Austgen, Board Secretary
- Don Means, Board Treasurer
- Stacey Collis, Board Director (virtual attendance)

Also present were:

- T.J. Steck, Fire Chief
- Kara Gerczynski, Division Chief Fire Prevention and Administration
- Nick Carnesi, Battalion Chief of Training
- Brenden Regan, Lieutenant
- Brandon Dressel, Paramedic-Firefighter
- Wesley McClain, Firefighter
- Brittany McGhee, Firefighter
- Nicholas Wisthoff, Firefighter
- Sarah Fischer, Director of Finance and HR
- Taylor Clark, HR Generalist – Executive Assistant
- Michelle Ferguson, District Legal Counsel (virtual attendance)
- Paula Lowder, Claims Consultant

Call To Order

Director Young called the meeting to order at 6:00 p.m.

Pledge of Allegiance

Director Young led the Pledge of Allegiance.

Public Comment

Director Young opened the meeting for public comment. There was no public comment.

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Additions/Deletions to Agenda

Director Young asked if there were any changes to the Agenda. There were no changes to the Agenda.

Approval of Minutes

The Board reviewed the draft minutes from the September 17, 2024, regular Board meeting.

Director Young called for a motion to approve the September 17, 2024, minutes as presented.

Director Austgen made the motion. Director Means seconded the motion. All in favor.

The Board reviewed the draft minutes from the September 23, 2024, special Board meeting.

Director Young called for a motion to approve the September 23, 2024, minutes as presented.

Director Means made the motion. Director Christensen seconded the motion. All in favor.

Financial Matters

Ratify the bills

Director Young stated that the Board has been provided with the financial report for the month of September and asked if there were any questions.

Director of Finance and HR Fischer stated that the District had received the Colorado Emergency Medical and Trauma Service (EMTS) supplemental payment. She stated that all financial statements had been submitted to conclude the 2023 Audit.

Director Young called for a motion to ratify the payment of the September bills. Director Austgen made the motion. Director Means seconded the motion. All in favor.

Discussion Followed.

Director Young called for a motion to move New Business item, "Presentation from the Colorado Firefighter Heart Cancer Behavioral Trust and Possible Review of Addition of Cancer Portion to District Benefits," to immediately follow Financial Matters, in order to accommodate for the time of Claims Consultant Paula Lowder. Director Christensen made the motion. Director Means seconded the motion. All in favor.

New Business

Presentation from the Colorado Firefighter Heart Cancer Behavioral Health Benefits Trust and Possible Review of Addition of Cancer Portion to District Benefits

Director Young stated that the next order of business was the Presentation from the Colorado Firefighter Heart Cancer Behavioral Health Benefits Trust and Possible Review of Addition of Cancer Portion to District Benefits.

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Director of Finance and HR Fischer introduced Claims Consultant Paula Lowder from the Colorado Firefighter Heart Cancer Behavioral Health Benefits Trust.

Ms. Lowder presented to the Board on the Cancer portion of the Colorado Firefighter Heart Cancer Behavioral Health Benefits Trust.

Director of Finance and HR Fischer stated that the Cancer portion of the Colorado Firefighter Heart Cancer Behavioral Health Benefits Trust had been brought by Admin Staff to the crews, and that the crews had expressed interest in adding the Cancer portion to the District's benefits. She stated that she had included the cost to do so in the 2025 Draft Budget for review.

Director Young called for a motion to add the Cancer portion of the Colorado Firefighter Heart Cancer Behavioral Health Benefits Trust to District Benefits. Director Austgen made the motion. Director Christensen seconded the motion. All in favor.

Staff Report

Chief Steck presented an overview of the staff report.

Chief Steck stated that the staff report was abbreviated due to the shorter time frame between District Board meetings. He thanked the Board for their presence at the Special District Association Conference in Keystone earlier in the month. He highlighted the dashboard statistics, which demonstrated a high number of mutual aid calls to Franktown Fire Protection District. He stated that Battalion Chief of Operations Brown was working to pull the District's units back from responding to so many out-of-district calls.

HR Generalist – Executive Assistant Clark reminded the Board that the District's Academy Graduation and Pinning Ceremony would be held the following evening, Wednesday, October 9th, at 6:00 p.m. at Station 271. She stated that the Board was invited to attend the ceremony.

Discussion followed.

Director Young asked if there were any questions. There were no questions.

Legal Report

Director Young stated that the next order of business was the legal report.

Attorney Ferguson stated that Legal Counsel was working on a Sales Tax 101 memo for informative purposes, and that she would provide updates on this document as they became available. She had nothing further to add to the written legal report.

Director Young asked if there were any questions. There were no questions.

New Business

Presentation of Draft 2025 Budget

Director Young stated that the next order of business was the Presentation of draft 2025 Budget.

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Director of Finance and HR Fischer stated that the draft 2025 Budget was included in the Board packet. She stated that she was planning on leaving the District's mill levy where it currently was due to the District receiving backfill from the State of Colorado. She provided the Board with an update on the budget items, including salary updates, health benefit changes, and scholarship funds for employees wishing to attend paramedic school. She stated that she would provide the Board with a finalized budget in December 2024 for Board approval. She requested direction on whether to utilize abatements from the Board.

Discussion followed.

Director Young called for a motion to move forward without using abatements. Director Austgen made the motion. Director Christensen seconded the motion. All in favor.

Chief Steck and Director of Finance and HR Fischer provided the Board with an update on the sewer and septic projects at the stations.

Adjournment

There being no further business to come before the Board, Director Christensen moved to adjourn, Director Means seconded, and the vote was unanimously carried. The meeting was adjourned at 6:38 p.m.

Meeting Schedule

The next regular Board meeting is scheduled for November 12, 2024, at 6:00 p.m. at 155 West Kiowa Ave, Elizabeth, Colorado.

Rick Young

Board President

Wayne Austgen

Board Secretary