



**Donald Wescott Fire Protection District
Donald Wescott Fire Protection District Northern Subdistrict
Board of Directors Meeting**

AGENDA

January 25th, 2023, at 4:30 pm
Location: Fire Station 1, 18650 Hwy 105, Monument, CO

Join Zoom Meeting
<https://us02web.zoom.us/j/82624841521?pwd=Z3pYSlpCcWlmMTJLTXgwUkxCVlVPdz09>
Meeting ID: 826 2484 1521
Passcode: 496870

*The agenda is preliminary and subject to change by a majority vote of the Board at the meeting.
Individuals requiring special accommodation to attend and participate in the meeting should please advise the Fire Chief at 719-484-0911 of their specific need(s) as soon as possible prior to the meeting.*

1. Call to Order and Pledge of Allegiance – meeting called to order by President Gunderman at 4:32 pm

Board: Mark Gunderman Duane Garrett Larry Schwarz Charles Fleece Mike Forsythe. Director Schwarz and Forsythe were excused from the meeting.

2. Review and Approval of Agenda – President Gunderman approved the agenda with a second from Director Fleece.
3. Public Comments (3 minutes) – No public comments made.
4. Administrative Report(s)
 - a. December Financials – Chief Kovacs shared that with the departure of Administrative Assistant Stacey Popovich, who managed the district’s financials, the December financials would be delayed until the March meeting. President Gunderman approved the delay of the December financials with a second from Director Garrett.
 - b. November Meeting Minutes – Director Garrett approved the November meeting minutes as written with a second from Director Fleece.
 - c. December Meeting Minutes – Director Garrett approved the December meeting minutes as written with a second from Director Fleece.
5. Chief's Report (November/December) – Chief Kovacs highlighted several key elements of the November/December Fire Chief's report.
 - 21 initiatives identified in the 2022-2026 Strategic Plan were successfully completed. Two initiatives were delayed to 2023 – the Community Risk Assessment and Standards of Cover due to the amount of work required to complete, and the engine company inspection program, as the district awaits the vendor to build out the database in the software.
 - Chief Kovacs discussed the success of the second annual awards and recognition ceremony.
 - The Lion's Club donated \$1,488 to install portable radio chargers in the new squad.

- Chief Kovacs acknowledged that Firefighter Schmidt had been selected as the new L4319 President.
- Chief Bradley gave an update on the new hire process. Seven new firefighters will start the Colorado Springs Fire Academy in a few short weeks. A lateral firefighter/paramedic recruitment was completed, and have two qualified candidates should there be a vacancy this year.
- The district, El Paso County Dispatch, and Sheriff's department presented a 911 Hero Award for a young resident in Gleneagle for calmly calling 911 for her mother, who was having a medical emergency.
- 1571 training hours were completed by the district's firefighters in November and December.
- Chief Pearson and Paramedic Soll have done an amazing job of establishing a county-wide mass casualty incident plan. The meetings have grown to 25 participants and are getting buy-in from all the county fire agencies, police departments, hospitals, and AMR ambulance.
- The district continues to see a downward trend in the number of mutual-aid responses for AMR. 9 calls for service, with 7 accepted in November. 6 calls for service, with 4 accepted in December.
- Chief Kovacs reviewed the timeline for agency accreditation, and it is planned to go before the commission in the spring of 2025.
- The new engine is in Colorado. The engine will be in the district in the next several weeks, and we will look to host a "push-in" ceremony with community participation in the spring.

6. Old Business – There was no old business discussed.

7. New Business

- a. Vehicle storage agreement - Sun Hills property for Red Cross and Emergency Incident Support (EIS). President Gunderman approved the vehicle storage agreement as written with a second from Director Garrett. Director Garrett asked if proof of insurance should be requested by EIS and the Red Cross. Chief Kovacs stated he would obtain proof of insurance for the record when the agreements are signed. All approved.
- b. Recommendation to contract with the Accounting Office, Inc. for accounting services – Chief Kovacs stated that with the departure of Stacey Popovich, the district needs someone to perform the accounting responsibilities. Chief Kovacs recommended the same accounting firm that Tri-Lakes Fire uses. Chief Kovacs has been very happy with their performance over the years. The cost is \$450/month. Director Garrett made a motion to approve the Accounting Office, Inc. to perform the accounting duties for the district with a second from President Gunderman. All approved.
- c. **Resolution: Calling for a regular election - May 2023**
MOTION: to approve Resolution 2023-01 calling for a regular election (roll call vote)
 Legal council reviewed the process for the 2023 election. Three director's terms end this year. Self-nomination forms are available electronically and at the administrative offices and are due on February 28th. The designated elected officer is Chief Kovacs. If there are more applicants than positions available, the district will conduct an election in May. Director Garrett made a motion to approve Resolution 2023-01 to call for a regular election with a second from Director Fleece. All approved.
- d. Review and approve a letter of engagement for 2022 Audit with Erickson, Brown, and Kloster, LLC. – Chief Kovacs reminded the board that the 2021 audit was performed by the same group. Director Garrett made a motion to approve the letter of engagement for the 2022 audit with a second from Director Fleece.
- e. Update on Subdistrict Dissolution process – request for special Board meeting in April. Legal counsel updated the board on the next steps for the dissolution plan for the district, which will require an IGA between the sub-district and the district to equalize the mil levies. If unable to complete the required paperwork, may have to call a special board meeting in April versus the regular meeting in March. President Gunderman made it a point to share that for most of the residents in the district, they will see a tax decrease.

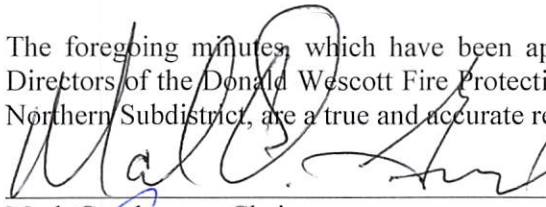
8. Firefighter's Forum – There were no firefighters in attendance.

9. Future Agenda Items

10. Adjournment – The meeting was adjourned at 5:25 pm with a motion from Director Garrett and a second from Director Fleece.

APPROVAL

The foregoing minutes, which have been approved by the affirmative majority vote of the Board of Directors of the Donald Wescott Fire Protection District and the Donald Wescott Fire Protection District Northern Subdistrict, are a true and accurate record of the meeting held on the date stated above.



Mark Gunderman, Chairman



Lawrence Schwarz, Secretary

Charlie Fleece, Director