

**HIGHLAND RESCUE TEAM AMBULANCE DISTRICT
BOARD OF DIRECTORS MEETING
Foothills Fire and Rescue Idledale Station
August 8, 2011**

The Meeting was called to order at 6:05 p.m.

Board Members in Attendance: Nettie Calvi (Presiding), Ed Daniels, Jim Espy, Pat Smith, Robb Gair

Others in Attendance: Michelle Poolet and John Blood with Cody park neighborhood association, Barbara DeBoer and Chief Wells

Minutes of the Previous Board Meeting: The minutes were approved as amended

Pat Smith moved that we put the Cody Park Neighborhood Associate (CPNA) first on the agenda. John Blood and Michelle Poolet were present to discuss that Activation Ministry on Lookout Mountain was planning on increasing their building size from 4500sq ft. to 48,000sq ft. This would mean an increase of capacity from 300 to 900 members. CPNA is very concerned with the increase of traffic that may result from the building expansion. The church has done a traffic study but CPNA feel it was not thorough enough. They have initiated their own traffic study which will include bicycle traffic. They are concerned because there will be no additional revenue for the community generated from this change but so many more opportunities for accidents and increased costs.

Ms Calvi mentioned that Foothill Fire and Rescue's pancake breakfast was a good example of what happens with a surge of traffic.

Last year CPNA added an emergency egress access road that is directly across from the church. Traffic could cause problems for emergency vehicles that need to use this road..

CPNA feels if the church needs to expand, it should relocate on the other side of I70 where it is more of a commercial area and where there would be better access to I70.

Ed Daniels - What are you asking the county and us to do?

John Blood - We are asking the county to deny the expansion.

Ms Calvi - How do the other homeowner associations feel?

Ms Poolet- Every homeowners association except one is in opposition.

Ms Calvi- Is this something that we want to discuss on our own?

Pat Smith - If we want to make an impact on planning and zoning we have to make a decision in the next week.

Ms Calvi does not believe it is going to impact us or place a significant burden on us.

Chief Wells agrees it will not be an issue, we will cover the church no matter. Traffic however may be another issue.

Robb Gair- traffic is always a big issue. He experienced not being able to get through with a Genesee fire truck before because of Sunday traffic due to a church. Adequate parking and expanding the road if needed for our continued access should be considered. There can't be parking on the roads.

Ed Daniels does not want to see a large commercial building in his neighborhood. He added that he needs to separate his personal feelings from his role as a Board member. As a Board member he feels HRT can handle the increase of church members. Traffic is really the only issue.

John Blood - Would HRT feel comfortable writing a letter to the zoning board about the need for a shoulder on the road?

Ed Daniels- If the Board agrees he would support that.

Ms Pooler- The biking community is very active on Lookout Mtn Road. Charros is going to have to be widened if the church expands.

Pat Smith suggests that at the very least we write a letter about the potential traffic and possible delays of service. Ms Calvi agrees. We are concerned about the traffic flow and can write a letter. Robb Gair agrees we should have Chief Wells put together a letter expressing our concerns from an operational perspective.

Financial report: See written report submitted by Christina Shea, presented by Barbara DeBoer. Fee revenue is above target and total expenses are below target.

Ms Calvi - Why do we have such a high amount of overtime pay?

Chief Wells -32 hours each month for Captain Brown and Captain Walling is normal.

In addition to that Captain Brown runs Rope Rescue classes and last month Captain Walling ran a multiple agency MCI training event. The total personnel cost of each of our full time personnel is over \$75,000 each year. We will be looking at this all for next year. Property revenue will be down. We are also looking at the impact of the reduced billable mileage because St Anthony's Hospital is closer. We have had a significant increase of transports over last year numbers which will help out.

Robb Gair - Six miles fewer and level one treatment is a good thing for the community.

Chiefs Report

1. Billing Report: Written report submitted by Jill Ridenhour, presented by Chief Wells.

Our call volume is up this year already by 50 transports.

2. Station update: Change order proceeding well. Concrete will be poured tomorrow. 10 truckloads of dirt were given to Mt. Vernon at an expense to Highland of \$250. 30 truck loads were transported to Rainbow Hills Station at Foothills expense. We are working well with contractor.

3. A busy August 5th: 2 hot returns – both T-10 activations; 3 others transported.

4. Long Range Plan: Self-sustaining High Performance Team – Member profile developed, new interview process developed, new orientation process developed -3mo into probation new members will get feedback on how they are doing, after 6 mos if they are not ready, they will get a plan created. Member development plan process developed – plan format coming in September. Training tied to District needs and member development. Training specific to paramedics being developed as well – We have never had a training program aimed at our paramedics and we have a lot of young paramedics now.

Monthly training and skills assessment process almost ready, CST revised and almost ready, self sustaining membership recruitment and replenishment plan in place. Most of the people that do leave are doing it during their probation period.

New organization chart recommended.

5. CREATE grant submitted to the State of Colorado for Paramedic training: Loren Coe and Ryan Walls are slotted to participate. Sharon Jones will be submitted in January.

6. Assistance to Fire Fighter Grant – anticipated in early September.

7. August 28th – USA Pro Cycling Challenge: expecting 100,000 in Golden and Lookout Mtn. The race is expected to get to the District about 11:30 and be out of the District in 20 minutes or less. The estimated speeds on the downhill are 60 miles per hour. The Sheriffs dept is taking this very seriously. Alan Feldman helped them identify the areas on the route where if falls were to occur it could be fatal. Our plan divides the District into 3 parts. The staffing includes 3 ambulances, 3 motor cycles, 4 utilities (including 2 staffed with rope rescue), 3 brush trucks, 1 heavy rescue, 6 Paramedics, 14 EMT's, 4 First Responders, 2 Chiefs, lots of Genesee and Foothills personnel.

8. Costs for Expansion of Building – \$531,000 (Please see written Chief's report for detail) What is not included and should be considered for the 2012 Budget: Landscaping – trees - \$5,000, Seeding - \$2,000, Additional generator - \$15,000, Stove (dual source) 1,2000, proximity locks 5 or 6 - \$10,000, Paving??? Also not included- cubby holes for PPE storage and furnishing for study area.

Discussion on the New HRT Organization chart:

Robb Gair - separating these functions are these actually titles or captains?

Chief Wells- We have found you have to try people out at these activities first. People who are interested in doing more will become "faculty" and help teach training programs. The initially will be training officers or Lutenients. Ultimately these positions will be held by Captains.

Old Business:

Nettie thought we were going to talk about the Grant and the matching funds Requirement. What sort of a notice does the Board need to figure out where these addition matching funds are coming from?

Chief Wells mentions what Grants we are applying for and their status in his chief report each month.

Ms Calvi - Do we need to set aside a certain amount of money in our annual budget to be available for matching funds?

Chief Wells feels in 2012 this may need to be identified in the budget.

Ed Daniels agrees we need to make this part of the budgeting process.

New Business:

Pat Smith - Last December there was a change in some of the security laws that State Farm now will not allow me to be on the Charles Schwab account. I cannot have trading authority on the account cut and dry.

Ms Calvi - What other responsibilities do you have?

Pat Smith - We built a CD ladder. It is very straight forward.

Jim Espy volunteered to do it

Forms need to be signed.

Ed Daniels made a motion that Jim Espy replaces Pat Smith on the Charles Schwab account. Robb Gair seconded the motion, all voted in favor.

Pat Smith would like to make a motion that we adopt a new organization chart as presented by Chief Wells. Robb Gair seconded the motion.

Discussion: Ed Daniels thinks the self sustaining membership is a great idea. This Board should support this kind of idea and it is great for the community.

Ms Calvi - My only comment is the original organizational chart put the focus of training on ALS and she hopes the new structure will provide an opportunity for EMT's and First Responders.

All voted in favor of the new organizational chart.

The Meeting was adjourned at 7:55