

**Minutes of the Regular Meeting of the Board of Directors of the
Sunshine Fire Protection District
August 9, 2016**

Call to Order

- The meeting was held at Fire Station #1, 311 County Rd 83, Boulder, CO 80302.
- The meeting was called to order at 7:40 PM and quorum was established.

Attendance

Board Members Present: Deirdre Damron, Sam Mishkin, Alan Kirton, Jim Peacock

Board Members Absent: Gene Fisher

Others Present: Chief Michael Schmitt

Approval of Minutes

- Minutes from the July Board meeting were reviewed.
- **Motion:** To approve July Board Meeting Minutes. Motion was seconded and carried unanimously.

Treasurer's Report

- Treasurer's Report was reviewed
- **Motion:** To approve Treasurer's Report. Motion was seconded and carried unanimously.

Fire Chief's Report

- Fire Chief's Report has been included as an attachment.
- Michael Schmitt reviewed document with Board regarding and IGA with Four Mile FPD for sharing the Fire Marshall duties. **Motion:** To approve Interagency Agreement (IA) with Four Mile FPD to share Fire Marshall Duties was seconded and carried unanimously. The IA has been included as an attachment.
- Michael Schmitt reviewed a document with Board regarding an Agreement for Volunteer Firefighters and Emergency Medical Service and Rescue Personnel. There was some discussion about whether this form constituted a contract and whether we should first have the form reviewed by a lawyer. Michael Schmitt and Sam Mishkin said that they would look into getting the agreement reviewed. The current draft of the Agreement has been included as an attachment.

Other Business:

- There was a discussion about a goal for the Community FEST fund raiser. Last year the goal was obtain funding for the purchase of a Medical Scoop Stretcher.

Adjournment

- With no further business, the meeting was adjourned at 9:16 PM.

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Attest: 

Alan Kirton, Secretary



Sunshine Fire Protection District
311 County Rd 83
Boulder, CO 80302
www.sunshine-fpd.org

Chief's Report, Board Meeting 08/09/2016

1. A new firefighter has been added, Tyler Elorriaga, has been welcomed to SFPD. Alex Honeyman will also rejoin as he is returning to the district for the next few years. Chad St Onge will return from an 8 month vacation this month and will attend the fire academy next month.
2. Bret Gibson, 4Mile Fire Marshall Regina Daly, Bruce Honeyman and I agreed that it would be beneficial for both districts to agree on Marshal Duty cooperation. For legal purposes an IA has been written up. Marshal Daly also performs investigative tasks in our district as she is a part of the
3. A volunteer firefighter agreement has been written up.
4. Sign at station 2 was installed, status of sign for station 1?
5. New position at BCSO was established, of the Patrol & Emergency Service Commander. A meeting will be set up soon to discuss cooperation between BCSO and SFPD
6. SFPD will soon have access to data from the CO WIMS planes.
7. Map update project is underway with Boulder Mountain Fire, at about 70% completion.
8. We need to get the roof at station 1 inspected. The tower on top needs to be painted as it is deteriorating.
9. A tablet has been added to 4532 (no cost to SFPD other than charger and bracket), it has offline maps and other useful apps for wildland & structure calculation as well as some medical apps (medication database, etc). If it proves helpful by next summer we'll be interested in adding a tablet to 4501.
10. County Chief's meeting with law enforcement has discussed the rising issue of encounters with violent transients. Law enforcement and Chief's agreed that certain standards within departments are important to consider. New response protocols will be established to ensure firefighter safety. County districts are extremely busy this summer, more than last summer which was a record, in chasing illegal campfires and
11. Internet access at station one would be beneficial, former Chief Waltman is looking into it. 4Mile is installing a bicycle repair station at their station. We have even more bike traffic, and this is good PR for us. Cost are about \$1180.

Calls

Incident	Units	Problem	Response Date
BCFD160714-007573	4601, 4662, A13, AMRC, FM2	EMSR-Medical Call	7/14/2016 20:05
BCFD160715-007582	4662, A11, AMRC, FM2	EMSR-Medical Call	7/15/2016 0:30

BCFD160719-007739	2301, 4501, 4566, A11, AMRD, BR2, SS1	EMSR-Medical Call	7/19/2016 3:59
BCFD160719-007763	4652, A12, AMRD, FM3	EMSR-Medical Call	7/19/2016 18:10
BCFD160725-008026	4501, 4532, A11, AMRD, FM2, SS1	INACCR-Injury or Rollover	7/25/2016 20:01
BCFD160726-008052		AABACHFR-Auto Aid Bat Chief	7/26/2016 14:25
BCFD160727-008070	GH3	FIALRSR-Residential Fire Alarm	7/27/2016 0:35
BCFD160727-008072	5433, 5463, GH1	FICAMR-Illeg/Unattend Campfire	7/27/2016 2:23
BCFD160727-008110	4162, 4603, 4661, 4662, FM2	FICAMR-Illeg/Unattend Campfire	7/27/2016 19:58
BCFD160728-008122	4641, 4652, 6531, FM1	FISMOR-Smoke Report	7/28/2016 8:54
BCFD160728-008130		INACCR-Injury or Rollover	7/28/2016 9:46
BCFD160728-008131	3122, 4564, 4601, 4602, 4652, A13, AMRB, BES3, FM2, SS3	UNACCR-Unknown Injury Accident	7/28/2016 9:45
BCFD160730-008232	4662, FM1	FICAMR-Illeg/Unattend Campfire	7/30/2016 9:28
BCFD160730-008239	4602, 4661, 6531, FM4	FISMOR-Smoke Report	7/30/2016 14:22
BCFD160730-008251	1960, 3151, 3161, 4566, A11, AMRB, BES2, EMSV3, FM3, RMR2	RETECR-Rescue No Amb Access	7/30/2016 19:30
BCFD160801-008342	4662, FM2	FICAMR-Illeg/Unattend Campfire	8/1/2016 22:37
BCFD160803-008388	4661, 4662, FM3	FICAMR-Illeg/Unattend Campfire	8/3/2016 0:15
BCFD160803-008395	4661, 4662, A11, AMRB, FM2	EMSR-Medical Call	8/3/2016 6:12
BCFD160803-008397		EMSR-Medical Call	8/3/2016 6:53
BCFD160805-008503	4662	FIASSR-Fire Assist	8/5/2016 18:56
BCFD160806-008515	5404, 5461, 5462, A11, AMRB, GH2	EMSR-Medical Call	8/6/2016 0:52
BCFD160806-008542	4603, FM2	FICAMR-Illeg/Unattend Campfire	8/6/2016 16:51
BCFD160806-008555	FM1	FICAMR-Illeg/Unattend Campfire	8/6/2016 21:05



**Interagency Agreement Between
Sunshine Fire Protection District
And the
Four Mile Fire Protection District**

1. Purpose and Authority

This document Agreement constitutes an Interagency Agreement (IA) between the Sunshine Fire Protection District (SFPD) and the Four Mile Fire Protection District (FMFPD). This agreement is effective for the period 09/01/2016 through 09/01/2021 unless terminated in accordance with the Cancellation/Termination provision of this document.

This is a newly established IA for SFPD and FMFPD to provide Fire Marshal Services across the two agencies.

2. Definitions

Both Fire Marshals are hereinafter granted authority to work in their capacity as Fire Marshal in both fire protection districts, included but not limited to code enforcement and code inspections. It authorizes SFPD Fire Marshal Bruce Honeyman to act as Fire Marshal within FMFPD district boundaries according to Code of Colorado Regulations 8CCR 1507-30 Article 5. It authorizes FMFPD Fire Marshal Regina Daly to act as Fire Marshal within SFPD district boundaries according to Code of Colorado Regulations 8CCR 1507-30 Article 5. SFPD Fire Chief additionally functions as Fire Code Official.

3. Funding and Reimbursement

Expenses that occur will be billed to each district for which the expense was made.

Expenses billed to SFPD are to be emailed to SFPD Treasurer Sam Mishkin (sammishkin@gmail.com) and copied to the Fire Chief of the district for reimbursement.

Expenses billed to FMFPD are to be emailed to FMFPD Treasurer XXXXXX and copied to the Fire Chief of the district for reimbursement.

Expenses not to exceed \$150 per month without prior approval of Fire Chief of the district for which the expenses occur.

4. Cancellation/Termination

This agreement is subject to cancellation or termination, with at least 30 days advance written notice by either party. If the requesting district does not notify opposing district of the intent of exercising this option within 30 days before the end of this agreement, the services will terminate at the end of the agreement period.

5. Effective Date

The effective date for this agreement is 08/15/2016

6. Amendments to Agreement

Changes to the terms of this Agreement must be in the form of an amendment. The amendments must be signed by the parties to the original agreement, or designees/replacements.

7. Authorized Representatives

The Sunshine Fire Protection District and Four Mile Fire Protection District agree that the signatory parties shown below are duly authorized officials of their respective agencies with full authority to bind each agency to the obligations set forth herein.

By executing this Agreement, the parties agree to the terms and conditions contained herein.

Michael Schmitt
Fire Chief
Sunshine Fire Protection District

Date

Bret Gibson
Fire Chief
Four Mile Fire Protection District

Date



Sunshine Fire Protection District

**AGREEMENT FOR
VOLUNTEER FIREFIGHTERS & EMERGENCY MEDICAL
SERVICE AND RESCUE PERSONNEL**

This agreement is entered into this _____ day of _____, 20____ between the Sunshine Fire Protection District, herein after known as the department and _____, a prospective volunteer fire and rescue applicant.

This agreement is entered into in order to fully and completely define the expectations of the volunteer and to fully and completely outline the rewards, incentives, values and recognitions that the volunteer may expect from the department in return for their valued service to the Sunshine Fire Protection District.

The department is a volunteer agency without a paid administration. We are a professional organization embracing professional standards of conduct, training and response. We desire to provide the highest quality of trained staff available to respond to emergencies throughout the district and the County in accordance with the limitations of a volunteer organization.

In order to achieve these goals, the department will expect each and every volunteer to comply with the following standards as adopted by the department. These will involve training, conduct, response and participation, attendance at district business and training sessions and such other as is required by policy.

Basic Initial Training Requirements

All volunteer personnel who desire to respond to emergencies to provide - fire attack and suppression, render emergency medical care to victims of sudden illnesses and accidents, rescue from entrapments or hazardous environment and other responses where specific training is necessary AND are required to successfully complete the Basic Initial Training (SFPD Mini Academy) requirements within the first 3 months of joining the department, and to complete the SFPD Driver Taskbook within the first 6 months. Volunteer applicants who wish to join as Support Members AND who will NOT be responding to emergency calls except to provide support to emergency responders are NOT required to take this or any emergency training. SFPD Chief, Deputy Chief and the SFPD Mini Academy Instructor are able to extend these periods to meet scheduling restrictions.

In most cases, there is a predictable sequence of events. First, you need to complete the application form, go through the background screening process and sign this agreement and show an interest in joining the department by attending trainings. Next, you will be given gear and pager paid for by the department. This is our way of asking you to step up to the next level.

You will be asked to take Wildland Basic-Fire Fighter S-130/S-190 courses then Firefighter 1. The Firefighter 1 course is offered in Boulder every winter and the Wildland Basic course is given every spring. Both courses are held at the Boulder County Fire Training Center in North Boulder. These are valuable courses, not just for use in the fire department but also as residents of the canyon. Medical classes are also paid for by the department. You can take a first responder course or basic EMT. Both classes are offered several times a year. After you successfully complete your training and demonstrate your comfort and ability with the equipment, you will be given a personal Medical Kit with basic medical supplies.

I agree to never drive any vehicle, at any time, under the influence of alcohol or drugs.

I agree to provide a copy of my driving license and report any changes to the status of my ability to drive in the State of Colorado.

I agree to always comply with all safety policies including the wearing of all appropriate personal protective equipment at all scenes where this is necessary.

I agree to always treat others with respect and dignity at all times, even when under the stress of emergency scenes and environments.

I agree to abide by the Health Insurance Portability and Accountability Act (HIPAA) and the department's own very strict rules in regard to patient/victim/traveler/resident's right to confidentiality.

I agree to meet my districts requirements for attendance at meetings and district training. I understand that my district may have requirements different from other County Fire Districts. I will attend no less than one half of these sessions, with exceptions communicated with the District Fire Chief or District Deputy Chief. I understand that this agreement and my position can be terminated without cause at any time.

I agree to be a positive force within my district, the department and my community.

I understand the chain of command and agree to follow it without exceptions.

I agree to immediately return all department equipment if I am no longer a member of the Sunshine Fire Protection District for any reason. This includes, but is not limited to, radios, pagers, wildland gear, bunker gear, helmets, gloves, boots, t-shirts, caps, bags, etc.

Lastly, I agree to always represent my district and the County districts receiving mutual aid from the Sunshine Fire Protection District in a positive manner and will conduct myself in a manner which will not bring dishonor or embarrassment to the department.

I understand that the Sunshine Fire Protection District will:

- Provide me with the best in vehicles, equipment and supplies,
- Quality training and educational opportunities,
- Provide me with proper gear, t-shirts and caps to identify me as a member of the department, provide me with a safe environment, good leadership, positive reinforcement, an opportunity to learn, serve and thrive.

Printed Volunteer Name

Printed Witness Name

Volunteer Signature

Witness Signature

Date:_____

