

**Regular Meeting of West Douglas County Fire Protection District Board of Directors
April 22nd, 2025**

This meeting was called to order at 6:30 by Whitney Vincent. Board members present: Erica Ford, Kathy Tourney, Brad Laurain and Whitney Vincent. Fire Chief John Oravez and guests April Gallagher, John Guthrie, and Betty Huck were also present.

Motion		
Approved Applying for Credit with UMB Bank	Motion made and seconded	Passed
Approved Treasurer's Report	Motion made and seconded	Passed
Approved Chief's Report	Motion made and seconded	Passed
Approved New Members	Motion made and seconded	Passed
Approved Working with ICR HOA on Clubhouse Acquisition	Motion made and seconded	Passed
Approved Contacting the Lawyers for Employee Benefit Information	Motion made and seconded	Passed

Minutes of Previous Meeting

Minutes will be approved at next meeting.

Treasurer's Report:

Review of Balance Sheet.

Review of Profit & Loss Budget vs Actual.

Review of Transaction Detail.

Review of Reconciliation Detail.

Discussion of UMB Bank offer for credit cards for chiefs and officers. They have offered 25k-30k in credit, 1.35% cash back on spending and no annual fee.

Approved Treasurer Whitney Vincent to move forward with applying for credit with UMB Bank.

Action: Approved Whitney Vincent, Brad Laurain

Approved Treasurer's Report

Action: Approved Erica Ford, Brad Laurain

Chief's Report

11 Calls for March.

Review of calls.

Review of new volunteer applications.

Review of plan and quote for a new projector presented by Chief Oravez.

Action: Approved Whitney Vincent, Brad Laurain

Approved new members

Jason English

Bastiaan Wolf

Rob Schenk III

Jeffrey Keers

Action: Approved Whitney Vincent, Erica Ford

Public Comment – John Guthrie asked questions about the new Board of Directors

Acquisition of Indian Creek Clubhouse

Betty Huck, Indian Creek Ranch HOA President, introduced herself.

She proposed splitting the 10 acres that the HOA owns into 5 acre parcels with the arena, playground and some open space going to the HOA, and the building, parking lot and some open space going to the department.

Approved working with the Indian Creek HOA to move this project forward.

Action: Approved Erica Ford, Brad Laurain

Admin Maternity Leave and FMLI

Chief Oravez requests that admin assistant get paid maternity leave by the department.

Discussion of paying Katie Ross a three-month maternity leave at 20 hours a week.

Approved contacting the attorneys for information regarding an employee benefit package.

Action: Approved Whitney Vincent, Erica Ford

Board Organization Software

Erica Ford has been researching multiple board software's that provide a central internal documentation storage for agendas, board documents, minutes and the ability to record meetings with full transcripts. Pricing has not come back at this time. She also reached out to Tech Soup for discount opportunities on other software.

Assistant Chief

The job for assistant chief medical officer was posted for over 7 days. Kevin Telfer was the only applicant and he accepted the job offer.

Legal Counsel Update

Erica Ford and Katie Ross have had discussions with the new lawyers about department needs and compliance. It is going well.

Fundraising Committee Update and Suggestions

Discussion of the best way to nominate community members for liaison positions. The board is looking for three people in the community to join the two board members on the committee. Sponsoring a firefighter was proposed by Erica Ford to help raise money for PPE.

***Meeting closed at 8:06pm – Approved WV, EF**

2025 Board of Directors Meeting Dates (* indicates pension board meeting)

5/27*

6/24 – Stn 1

7/22

8/26*

9/23 – Stn 2

10/28

11/25*

12/9