

# *Ponderosa Volunteer Fire Association, Inc.*



17061 ROLLING CREEK DRIVE  
HOUSTON, TX 77090  
281-444-8465  
FAX 281-444-8052  
TAX ID 74-1893778  
www.ponderosavfd.org



## **PVFA BOARD MEETING February 9, 2016**

### **Members Present:**

Dan Vogel, President (2)  
Paul Nichols, 2<sup>nd</sup> V.P. (1)  
Brandon Huffman, Treasurer (4)

Steve Sheridan, 1<sup>st</sup> V.P. (3)  
Rick Windham, 3<sup>rd</sup> V.P.  
Bill Wurdeman, Secretary (5)

### **Others Present:**

Fred Windisch, Fire Chief  
Teresa Griffin, Office Manager

## **CALL TO ORDER**

Dan Vogel called the February Board Meeting of the Ponderosa Volunteer Fire Association, Inc. to order at 6:08 p.m.

## **MINUTES**

Dan Vogel asked if there were any changes to the minutes from the January 12, 2016 Board Meeting. No changes were submitted; Steve Sheridan made a motion to accept the minutes as written. Paul Nichols seconded the motion with unanimous approval of the board.

## **PUBLIC COMMENTS**

No public was in attendance.

## TREASURER'S REPORT

Brandon Huffman gave the Treasurer's Report as of January 31, 2016:

Prosperity Bank Checking	\$ 5,434.01
Prosperity Bank Advantage Plus	489,091.25
Prosperity MM Contingency Account	150,034.06
Trustmark Cook FF Ed/Relief Fund	16,375.08
Prosperity Bank Non-ESD Account	133,919.39
Dan A. & Larue B. Langford Fund	96,162.67
Independent Bank – SCBA CD	30,000.00
<b>Total:</b>	<b>\$921,016.46</b>

### Checks for January 2016 > \$1,000

Check No.	To	Amount	For
28430	Target Solutions Learning	5,070.00	Target Solutions Premier Online – Annual Maint. Fee
28432	VFIS-Specialty Benefits	16,998.00	Premium-Annual Accident Insurance
ACH	QuickBooks Payroll	8,931.18	PVIP
28437	Emergency Ministries	2,500.00	Annual Contribution for 2016 Services
28442	State Firemen's & Fire Marshal's Assoc.	2,120.00	2016 Membership Dues
28443	VFIS of Texas	86,810.00	Annual Insurance Renewal
ACH	EFTPS	1,489.94	PVIP Taxes
ACH	EFTPS	16,580.18	Payroll Taxes
ACH	Lincoln Trust	5,166.35	401K
ACH	QuickBooks Payroll	37,574.49	Payroll
28454	Prime ITS, Inc.	1,749.00	Monthly Computer Maint.
28458	Cypress Creek EMS	23,784.99	Annual Dispatch Fees & \$100 for Parade
28460	Fidelity Security Life Ins. Co.	1,020.82	Health Ins. Premium
28362	Sam's Club	1,436.67	Misc. Sta. Supplies & Maint.
28464	American Express	3,239.84	Explanation Attached
28465	Capital One Bank	374.99	" "
ACH	EFTPS	15,305.34	Payroll Taxes
ACH	Lincoln Trust	4,690.14	401K
28472	Blue Cross Blue Shield of TX	4,087.36	Health Insurance Premium
28481	Siddons-Martin Fire Apparatus	2,757.50	E62-New pump-governor
ACH	QuickBooks Payroll	37,484.19	Payroll & Stipends

January checks totaled \$290,851.56.

We have several large expenses for January, our insurance renewals, the annual dispatch fee, etc.

Balance Sheet (Pg. 9 of 18)

At the end of January there was \$5,434.01 in the Checking Account, \$489,091.25 in the Advantage Plus account and \$150,034.06 in the Contingency Account. Everything else is within budget.

Profit & Loss (Pg. 12 of 18)

At the top of the report, you will see the draw of \$530k from ESD 28. FCW said that was the 'up to' amount approved. We will have one more large insurance payment in April per Fred. Brandon reported everything else on the P&L was good.

Brandon commented that we will hold at the \$15K per month for the depreciation number.

Rick Windham made a motion to approve the Treasurer's Report and checks as written. Steve Sheridan seconded the motion with unanimous approval of the board.

### **ESD DRAW**

There is no draw from ESD for this month.

### **FIRE CHIEF'S REPORT**

FCW went over the December 2015 Final Board Report. There has been an increase in the cost of personal gear, now it is \$2650 for one pair of pants and a coat as prices continue to go up. On the utilities, Fred reported that CenterPoint had a huge increase in December, but we did get it back.

The 2015 Cash Flow spreadsheet is attached and shows that we are \$53K under budget at this time. Page 17 in the January Board Report shows the breakout of the insurance payments and where the big dollars go. On fuel purchases, we are exclusively purchasing fuel at the Shell station at Woerner. We buy diesel which does not have an up charge, as regular gas does of 10%. Stations 1 and 2 are getting their diesel at Woerner.

Total runs for the month 184, and we did have a fatality in North Forest on January 10<sup>th</sup>. 59 of those runs were 62 aiding Spring. CCEMS is not charging us for those dispatches.

A few other reports cover what we pay for insurance and what the members pay. Fred went over each item. The AFLAC is loss of income insurance; Dearborn is life insurance, death and dismemberment. The Nexstep SIS Coverage is the insurance that pays the deductible in the event of hospitalization. \$293.00 per month is what we pay for the base insurance for employees. We agreed we would pay up to \$500 per family coverage. The employee pays the difference. FCW and Teresa have the ICU coverage also.

The next report handed out is the report on History of Civilian Injuries & Death. We had no injuries (civilian) between 2011 and 2014. FCW doesn't think it is Firehouse, he thinks we recorded it only in the narrative. He is going to find out how to get it reflected. It appears that apartment fires are an indication of where we go to major fires.

We had an unusual event with ESD 28. During construction, the ESD are only paying interest on the loan. The interest bill is sent out from Trustmark Bank as of the end of the month, and with a due date of the 11<sup>th</sup>. With the ESD Board meeting on the 3<sup>rd</sup> Monday of the month, the bill isn't received in time to be paid in a timely manner. The PVFA paid it, and we are paying it to meet the time window. The ESD will have it on the agenda and will have to cut the check as it comes in.

FCW got some better numbers on the possible switch over to Direct TV from Comcast. He is still undecided at this point, but will continue to look at. We are still having trouble with our internet. He is having Prime ITS check it out to see if we go back to cable for our internet service. FCW will keep the board apprised.

Staffing – Anthony Carrasco will start with Spring FD on 2/19. That leaves us with an opening. We have hired an individual, Fred checked with some other fire chiefs regarding the person. He is full time at Channelview, but wants a change. He works a lot of part time at Atascocita FD too. He is starting here on 2/19. He will do one week Monday to Friday to get accustomed and then will go to shift. He will potentially end up on C Shift, Dickerson's. It appears we may have to start looking at the hiring process again. Dickerson has applied to be a District Chief, \$70K to start, it will be a \$20K increase for him, and so we will see what happens.

The full timers appreciate the large increase that took effect January 1. We have 15 full time firefighters. We did hire another duty crew person, he works at the Village FD with Ed Calub and Ed recommended him.

## **OLD BUSINESS**

### **Station 63 Construction**

FCW passed around pictures of the new construction at Station 3. They are rebaring this week and hopefully pouring next week. Everything is going well, we want to move the fence to the outside of the parking area; we do not know yet what the cost is.

**Radio System Transition**

FCW reported that we ran into a little issue – Raytheon closed the doors on certain radio adaptor systems and shut down business on 1/29/16 unexpectedly. The thought on the street is that someone will buy the company. This is an integral part of what makes the Single Channel Dispatch system talk to one another. He will keep the board apprised.

**Disposal of donated RV**

Nothing to report at this time.

**2016 Pickup Truck**

Nothing new on the new pickup.

**AFG Grant**

We can remove from the agenda.

**Annual Meeting March 8, 2016**

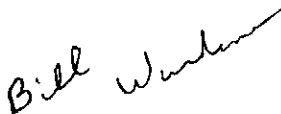
Annual Meeting will be held on March 8, 2016. Rick Windham wants to retire from the fire department and also the PVFA Board. This will be his last meeting. Buddy Yen has expressed interest in being on the Board.

FCW mentioned that we had Family Night for the volunteers and their spouses. We had dinner and about 45 people attended. The intent was to assure that the spouses of the families knew what they do and how important it is to train. Len Call, Tony Spitzenberger, Jim Nusser and Fred spoke. We are going to do qualifications of all members. If you are going to be doing suppression, you are going to be tested, etc. We are trying to assure that our people know what they are doing. Those that won't train will be put into support positions rather than interior firefighters.

**MOTION TO ADJOURN**

A motion to adjourn was made at 6:45 p.m. by Rick Windham; Bill Wurdeman seconded with unanimous approval of the board.

The next meeting will be Tuesday, March 8<sup>th</sup> at 6:00 p.m.



---

Bill Wurdeman, Secretary