

**RECORD OF PROCEEDINGS FOR THE
COLORADO RIVER FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
JANUARY 14, 2020
STATION 41, 1850 RAILROAD AVENUE, RIFLE, CO 81650**

The regular scheduled meeting was called to order by Chairman Weisbrod at 6:32 pm. The Pledge of Allegiance was said and a moment of silence was given.

ROLL CALL:

Board Members Present:

Matt Weisbrod, Vice President/Acting Chairman
Paige Haderlie, Treasurer
Levy Burris, Director

Board Members Absent:

Alan Lambert, President/Chairperson (Excused)
Addy Marantino, Secretary (Excused)

Others Present:

Randy Callahan, Fire Chief
Leif Sackett, Operation Division Chief
Zach Pigati, Wildland/Training Division Chief
Mike Scott, EMS Division Chief
Orrin Moon, Prevention Division Chief
John Gredig, IT Director
P.J. Tillman, Administrative Director
Alizah Garay, Administrative Assistant
Dino Ross, Legal Counsel for the District

Director Burris made a motion to excuse President Lambert and Secretary Marantino from the meeting. Treasurer Haderlie seconded the motion. The motion passed unanimously.

ADDITIONS/DELETIONS/CHANGES TO THE AGENDA:

Fire Chief Callahan stated that there were no Old Business items to discuss during the meeting.

CONSENT AGENDA:

Treasurer Haderlie made a motion to approve the consent agenda items. Director Burris seconded the motion. The motion passed unanimously.

PUBLIC COMMENT:

None

LEGAL COUNSEL UPDATE:

Attorney Ross stated that Michelle Ferguson assisted Chief Staff with a proposed resolution calling for the May 2020 election. The positions held by three Board members - Alan Lambert, Levy Burris, and Matt Weisbrod - are up for election. Attorney Ross clarified that the District's voters previously removed term limits for elected board members. Attorney Ross stated that, pursuant to the recently enacted law, the individuals elected to fill the positions will each serve a three-year term, not the usual four-year term. This is part of the transition to odd year director elections. The first odd year director election will be in 2023.

Attorney Ross stated that the resolution calls for the director election, but states that the Board is continuing to evaluate whether to add a mill levy increase ballot question. If the Board wishes to add a mill levy increase ballot question, it must do so prior to March 6, 2020, which is the deadline for certifying the form and content of the ballot to the County Clerk and Recorder. Attorney Ross stated that tonight the Board may wish to authorize legal counsel to work with Chief Staff to prepare a proposed mill levy increase ballot question for the Board to consider at its February meeting.

Attorney Ross stated that he confirmed that the proposed contract with CPS HR is virtually identical to the contract he previously assisted the District in negotiating with CPS HR, so he has no concern with it from a legal perspective.

Attorney Ross updated the Board with current legislative activity. This includes wildfire matters in urban interface areas and paramedics who obtain a license instead of a certificate.

Attorney Ross updated the Board on House Bill 20-1044 proposed by the Fire and Police Pension Association of Colorado (FPPA). The extensive bill relates to FPPA's statewide defined benefit plan. Attorney Ross provided an overview of the key components of the bill.

Attorney Ross provided an overview of a proposed bill that would add the Colorado Division of Fire Prevention and Control's employee's to the Cancer Trust. The Colorado State Fire Chiefs has expressed concerns with this bill.

Attorney Ross advised the Board of HB20-1089, which would add marijuana use to the current statute that protects legal off-duty conduct.

FIRE CHIEF REPORT:

Fire Chief Callahan stated that he has been the interim chief for the District for a year. In his report, he gave a snap shot of where the District has been and where it plans on going. Fire Chief Callahan stated that year 2019 has been a year of listening, planning, and establishing a foundation for the future.

Fire Chief Callahan stated that the District continues to pursue mill levy education and research. Three public meetings have been conducted, approximately 600 surveys have been returned, and Chief Staff continues to seek community outreach. Chief Staff plans on attending the Toast Masters event followed by the fourth community meeting at Station 41. Fire Chief Callahan asked the Board to notify Chief Staff if more than two Board members plan to attend any upcoming community or task force meetings.

Fire Chief Callahan stated that staffing continues to be a primary focus. Over the last month, four part-time paramedics have rejoined the District. Furthermore, Firefighter Crystal Peters has earned her paramedic certificate.

Fire Chief Callahan notified the Board that the District is getting ready to implement a pilot Health and Safety Program. The program is intended to reduce risk for employees and reduce insurance costs as well. After meeting with the District's insurance carrier, the Health and Safety Program should bring a high return of investment within three to five years of implementation. Battalion Chief Alvey has great experience and tenure and is building out the program. The primary funding of the program will be through decreased insurance costs. A possible secondary funding source is through a CPS HR grant if awarded.

Vice President Weisbrod asked the overall consensus of the groups from the previous community meetings.

Fire Chief Callahan stated that tough questions were asked by the attendees on Saturday. However, there was great dialogue amongst the attendees and the District. A majority of the meeting attendees were in support of the District pursuing a mill levy increase to stabilize its funds.

Operations Division Chief Sackett stated that he is waiting to see what the meeting on Thursday will bring. After speaking with Paul Hanley and his team, who are analyzing the incoming mail surveys, Operations Division Chief Sackett stated that the results are optimistic. However, he advised the Board that the District will continue to be cautious about the results, as the mail surveys can be reported as too friendly. Operations Division Chief Sackett stated that he would go into further detail about the mail survey results during his report.

Director Burris stated that the attendees of the community meeting were apprehensive in terms of acknowledging that the District is closely monitoring its expenditures. He stated that the public wants the District to ask for what it needs, not wants.

NEW BUSINESS/ACTION ITEM REQUESTS:

a. Fire Chief/Operations/Administration: Approval of Annual CPS HR Contract:

Fire Chief Callahan stated that the District has utilized a year contract with CPS HR. The total cost of utilizing their services in 2019 was approximately \$12,000.00, excluding the wage survey analysis. Chief Staff anticipates the cost to be lower this year and recommends signing the CPS HR on-demand contract for an additional year of service.

Director Burris stated that he liked that the contract cost was not predetermined, but billed as needed.

Director Burris made a motion to continue the on-demand contract with CPS HR. Treasurer Haderlie seconded the motion. The motion passed unanimously.

b. Fire Chief/Operations/Administration: Approval of Election (Resolution No. 2020-01-01):

Fire Chief Callahan stated that Chief Staff is presenting an election resolution and an election calendar for review. Chief Staff recommends appointing Administrative Director Tillman as the District's Designed Election Official.

Treasurer Haderlie asked if the resolution had to be signed prior to the Board meeting on March 10, 2020 if the due date was March 6, 2020.

Attorney Ross stated that there are a number of fast-approaching deadlines for the May 2020 Director election. It would be best for the Board to approve the resolution this evening, so Chief Staff can begin work on the May 2020 Director election. If the Board wants to add a mill levy increase ballot question, it will need to approve that ballot question before the March 6, 2020 deadline to certify the form and content of the ballot to the County Clerk and Recorder. Board discussion followed.

Treasurer Haderlie asked if the Board can receive different versions of the proposed mill levy increase ballot question, which would assist the Board in deciding on the appropriate language.

Attorney Ross stated that his office can prepare two or three versions of the mill levy increase ballot question. Some of the ballot language is set by TABOR, but there are portions of the ballot that can be customized.

Treasurer Haderlie stated that she would like to get the Board as prepared as possible and to allow sufficient time for the Board to vote with confidence on whether to add that ballot question.

Following further discussion, Director Burriss made a motion to authorize Chief Staff to schedule a special meeting on February 25, 2020 at 6:00 pm if needed. Treasurer Haderlie seconded the motion. The motion passed unanimously.

Fire Chief Callahan stated that he and Chief Staff met with the County Clerk and Recorder today and that the meeting was very helpful.

Director Burriss made a motion to approve CRFPD Resolution No. 2020-01-01, calling for a mail ballot election on May 5, 2020. Treasurer Haderlie seconded the motion. The motion passed unanimously.

c. Fire Chief/Operations: Review and Execution of EMTS Grant PO:

Fire Chief Callahan stated that Chief Staff is asking the Board to approve and sign Purchase Order FHMA202000005885.

Operations Division Chief Sackett stated that the District has upgraded its ambulances to remain consistent with current auto loads and gurneys. The purchase order allows Chief Staff to purchase a new stair chair, two Power-PRO XT gurneys, and two MTS Power Load systems. Operations Division Chief Sackett stated that the purchase order is budgeted for this year.

Vice President Weisbrod clarified the requirements of the EMTS grant with Operations Division Chief Sackett.

Treasurer Haderlie made a motion to approve Purchase Order FHMA202000005885. Director Burriss seconded the motion. The motion passed unanimously.

d. Fire Chief/Operations: Review and Approval of Battalion Chief Job Description:

Fire Chief Callahan stated that Chief Staff is bringing the Battalion Chief Job Description to the Board for approval. The job descriptions were conducted prior to the completion of the compensation policy. Although there are minor differences in

alignment, Chief Staff believes that the job descriptions and compensation policy will align over time.

Operations Division Chief Sackett stated that members from CPS HR, the battalion chiefs, and division chiefs reviewed hundreds of tasks when creating the Battalion Chief Job Description.

Fire Chief Callahan stated that the presented Battalion Chief Job Description has tighter, more precise wording that was professionally validated.

Director Burriss made a motion to approve the Battalion Chief Job Description as presented. Treasurer Haderlie seconded the motion. The motion passed unanimously.

e. Fire Chief/Operations/Fleet Maintenance: Request of Rescue 41 Flat Bed Sale:

Fire Chief Callahan stated that Chief Staff has worked with the Division of Fire Prevention and Control over the last year to swap the command trailer for a type 5 bed for a brush truck.

Fire Chief Callahan stated that Fleet has been working with Rifle Truck and Trailer to assist with the swap of the flat bed to the type 5 brush bed on Rescue 41. The truck will go to Rifle Truck and Trailer on January 20, 2020 to start the swap. In the process of setting up this, Rifle Truck and Trailer said it may be interested in purchasing the flat bed.

Operations Division Chief Sackett stated that Rifle Truck and Trailer did not want to give a bid until it was able to inspect the flat bed while doing the swap. Operations Division Chief Sackett stated that the flat bed is in great shape and has about 87,000 miles. He stated that Prevention Division Chief Moon has done some research as well to see what the appropriate price would be to sell the flat bed.

Fire Chief Callahan stated that this process has allowed the District to increase bay space, sell a type 5 engine, and obtain a type 6 engine for free. The last component is to sell the box before installing the new box.

Operations Division Chief Sackett stated that Rifle Truck and Trailer will charge the District \$500.00 to swap the box.

Director Burriss stated that he wanted to ensure that the District received fair market value for the flat bed.

Director Burriss made a motion to allow Chief Staff to accept a reasonable fair market bid, if they choose to, for the flat bed. Treasurer Haderlie seconded the motion. The motion passed unanimously.

OLD BUSINESS/ACTION ITEM REQUESTS:

None

DIVISION INFORMATIONAL MEMORANDUM:

Operations Division Chief Sackett:

Operations Division Chief Sackett stated that Chief Staff is working with CPS HR to develop a temporary Engineer and Lieutenant promotional process, which is to take place the first week of February.

Operations Division Chief Sackett gave an update on mill levy education and research. The District received 605 mail surveys. Those surveys were scanned and sent to Paul Hanley at the end of 2019 where his team evaluated 550 mail surveys. Overall, the numbers are positive. Mr. Hanley has suggested Chief Staff to remain cautiously optimistic. The survey shows 35 percent would support a possible mill levy increase; 16 percent would not support a possible mill levy increase. Operations Division Chief Sackett stated that Paul Hanley and his team would create a PowerPoint to address the results of the mail surveys.

Operations Division Chief Sackett stated that the attendees at the community meeting in Silt asked in-depth questions and the group dialogue was positive.

Vice President Weisbrod asked if any of the District's social media forums had any question-and-answer posts. Operations Division Chief Sackett stated that Chief Staff continues to post mill levy education on social media. There is educational information that has been translated into Spanish as well.

Operations Division Chief Sackett stated that, while there are positive and negative comments on social media, the District has remained neutral in responses.

Fire Chief Callahan stated that there was a picture and an update of the possible mill levy increase election in the Post Independent.

Wildland/Training Division Chief Pigati:

Vice President Weisbrod asked Wildland/Training Division Chief Pigati what the 2020 wildland season looked like.

Wildland/Training Division Chief Pigati stated that, last year, it was predicted to be a late season. He has heard word that the spring will be wet followed by a dry summer and an active fall.

EMS Division Chief Scott:

EMS Division Chief Scott informed the Board that the District is transitioning medical directors. Dr. Knight will be the District's new medical director. EMS Division Chief Scott thanked Dr. Skwoit for his seven years of service as medical director for the District.

EMS Division Chief Scott stated that the District is currently working with the Grand River Hospital on an active threat drill. In addition, the District is working to incorporate a long term plan with the new nursing home for emergency events such as a wildfire evacuation.

Prevention Division Chief Moon:

Prevention Division Chief Moon stated that he has been reviewing several projects and is waiting on plans. He stated that four subdivisions are supposed to be moving forward. He is waiting on plans for five commercial projects and stated that the Culvers restaurant is supposed to be built in Rifle, Colorado.

Prevention Division Chief Moon informed the Board that the compressor at Station 41 has parts that are no longer operative. Facilities Manager Kelly is gathering information and estimates on repairs.

Vice President Weisbrod asked if there was a compressor maintenance program that looked at the compressor components annually.

Prevention Division Chief Moon confirmed that the District utilizes a maintenance company that checks the compressor every year.

Vice President Weisbrod asked if there was a way to inspect all of the components of the compressor to detect any malfunctions or repairs sooner.

Prevention Division Chief Moon stated that he did not know if that was possible, but would research and find out.

Director Burris asked if the proposed building to be added to the Remington Square in Rifle, Colorado would provide adequate parking space.

Prevention Division Chief Moon stated that the access is too narrow, even for some of the District's apparatus.

IT Director Gredig:

IT Director Gredig stated that the copy machines at all four stations have been replaced. The replacement is estimated to save the District about \$3,000 per year based upon annual maintenance costs. In addition to the cost savings, there are several time saving and efficiency features built-in.

Treasurer Haderlie asked about the installation of fiber optics by Cedar Networks.

IT Director stated that there was a problem with the installation in New Castle due to a power pole that Cedar Networks had planned to use, but is not available. Cedar Networks is working on a solution.

Treasurer Haderlie and IT Director Gredig briefly discussed how Cedar Networks was recently bought by King Fiber.

Vice President Weisbrod and IT Director Gredig briefly discussed the Year to Date Summary Charts as of End of December 2019 report.

Administrative Director Tillman:

The Board had no comments or questions regarding Administrative Director Tillman's report.

GOOD NEWS & DEPARTMENT ACCOMPLISHMENTS:

Fire Chief Callahan stated that there were thank you cards from the community as well as a thank you card from the Summit Fire and EMS Authority for honoring fallen Firefighter Ken Jones.

BOARD MEMBER COMMENTS:

Treasurer Haderlie stated that it was a great meeting and Chairman Weisbrod did a great job running the meeting.

Director Burriss stated that he appreciates everyone's work and is pleased with the direction the District is going. He is hearing support from the citizens and advised the District to be aware of how funds are spent. He wished all to be safe.

Vice President Weisbrod agreed with Director Burriss's comment. He stated that citizens want to know where the District's funds are going and advised the District to be mindful of how funds are spent. He stated that he is very pleased with all of the District's accomplishments. He reminded Chief Staff to ensure that the District is well equipped for the slippery conditions.

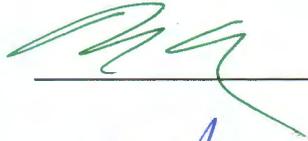
ADJOURNMENT:

There being no other business to come before the Board, Chairman Weisbrod adjourned the meeting at 7:49 pm.

APPROVAL:

The foregoing Minutes, which has been approved by the affirmative majority vote of the Board of Directors of the Colorado River Fire Protection District, is a true and accurate record of the meeting held on the date state above.

Date: 3/9/2000



Date: 2/10/20

