

RECORD OF PROCEEDINGS
FOR THE
COLORADO RIVER FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
MARCH 13, 2018
STATION 41, 1850 RAILROAD AVENUE, RIFLE, CO

The regularly scheduled meeting was called to order by Chairperson Long at 7:02 p.m. The Pledge of Allegiance was said and a moment of silence was given.

ROLL CALL:

Board Members Present:

Yvonne Long, Vice President and Acting Chairperson
Matt Weisbrod, Secretary
Levy Burris, Director
Alan Lambert, Director

Board Member Absent:

Rex Rhule, President (Excused)

Others Present:

Rob Jones, Fire Chief
Leif Sackett, Operations Division Chief
Mike Scott, EMS Division Chief
Orrin Moon, Prevention Division Chief
Jason Clark, Training Division Chief
Zach Pigati, Wildland Division Chief
John Gredig, IT Director
Dino Ross, Legal Counsel
PJ Tillman, Financial Manager
Ashleigh O'Leary, Executive Administrative Assistant

Director Burris made the motion to excuse President Rhule. Secretary Weisbrod seconded the motion. Motion passed.

ADDITIONS/DELETIONS/CHANGES TO THE AGENDA:

Attorney Ross asked to add an Executive Session after the consent agenda and to add a possible action item to New Business.

CONSENT AGENDA:

Approval of Minutes: February 13, 2018 meeting
Accounts Payable from February 1-28, 2018
February Financials

Secretary Weisbrod made a motion to withdraw the Minutes from the Consent Agenda. After further reading, Secretary Weisbrod withdrew his motion and made a motion to approve the consent agenda. Director Burris seconded the motion. Motion carried.

EXECUTIVE SESSION:

Director Burris made the motion to go into Executive Session to receive advice from legal counsel regarding the Personnel Manual pursuant to CRS 24-6-402(4)(b). Secretary Weisbrod seconded the motion. The motion passed unanimously. Attorney Ross certified for the record that the Executive Session will constitute an attorney-client communication and will not be recorded. The Board entered into Executive Session at 7:08 p.m.

The Board came out of Executive Session at 7:23 p.m.

PUBLIC COMMENT:

None.

LEGAL COUNSEL:

Attorney Ross said that legal counsel is assisting Chief Staff on recommended changes on ADP's proposed contract for payroll services. He said that his firm's prior experience with ADP on contract negotiations is that ADP can be a bit challenging, but he believes that CRFR will be able to get an acceptable contract negotiated.

Over the last year, his firm represented the Colorado State Chiefs in preparing a brief to the Governor, which was joined in by the Special District Association. The brief asks that the Governor to submit interrogatories to the Colorado Supreme Court on the constitutional interplay between TABOR and the Gallagher Amendment. The General Assembly is taking the position that it must lower the statewide residential assessment rate ("RAR") when required by the Gallagher Amendment; however, the General Assembly believes that TABOR prohibits it raising the RAR when required by the Gallagher Amendment. There have been 14 years since TABOR become law when the analysis indicated by Gallagher is that the RAR should have been raised, but the General Assembly refused to raise the RAR. The cumulative effect of the General Assembly's position is about \$36 Billion in RAR that local governments were never able to tax. He believes that there are legal grounds for the Colorado Supreme Court to say that the General Assembly is incorrectly interpreting TABOR,. If the Colorado Supreme Court agrees with his analysis, the next time there is an economic downturn, the General Assembly will be able to raise the RAR as required by the Gallagher Amendment. On the other hand, if the Colorado Supreme Court agrees with the General Assembly that TABOR prevents the General Assembly from raising the RAR, then he believes the Colorado Supreme Court should declare the Gallagher Amendment to be unconstitutional. Unfortunately, to date the Governor's office has been unwilling to submit the interrogatories to the Colorado Supreme Court. In the meantime, the Colorado State Fire Chiefs are pushing for the General Assembly to pass legislation that would extend the current RAR until 2020.

STAFF REPORTS:

FIRE CHIEF ROB JONES:

Chief Jones said that he had a follow up on the strategic planning. The community outreach had been completed in the three communities that are included in the District -- New Castle, Silt, and Rifle. The lightest turnout was in the general public group. He said that there was lots of good feedback, but nothing that was earth shattering. He said that the next step is going to be a survey from the internal members. That survey should be going out next week.

Chief Jones introduced Wildland Division Chief Zach Pigati. He said the hiring for the Engine Captains and Senior Firefighters is next week. He said that CRFR will have a Meet & Greet for the Engine Captains at Station 41 on March 21, 2018, at 6:00 p.m.

Chief Jones talked about the recommendations for the Board meeting format. Last month Chief Staff used 5 reams of paper along with 6 man hours putting together the Board packets. He suggested that the Board try to streamline the meetings a bit more. He also suggested that if the Board has questions on the Board packet or any Board report, that Chief Staff receive those questions by the Monday before the meeting to allow Chief Staff the opportunity to research and provide a concrete answer to the Board. Director Lambert said that when he was on the Rifle City Council, that was the procedure that was used.

Chief Jones also said that Tuesdays become a really long day for staff, so he would like to rotate the staff's attendance at the Board meetings. If the staff member has an action item, that person will be here, but this will alleviate everyone being at every Board meeting. Secretary Weisbrod requested that there still be printed agendas available to the Board and the audience for the Board meetings. Secretary Weisbrod said that he reviews the Board packet over the weekend, so he would not have the ability to have his questions to Chief Staff if the packet was sent out on Friday or Saturday. He said that other municipalities that he deals with have their packets to the governing bodies a week ahead of time. Chief Jones said that if it needs to be earlier, Chief Staff can try to make that happen. Financial Manager Tillman said that financial reports could not be done earlier. Secretary Weisbrod asked that all documents be included in the packets so that Board members are able to review them. Director Burris suggested that Chief Staff have at least two (2) copies of the entire board packet available at the meeting for any public attendees.

Chief Jones said the two (2) Type Three trucks arrived today, and after the meeting, everyone should go look at them. He said that he attended a meeting with other emergency response agencies today in Edwards to discuss regional mutual aid that went very well.

Chief Jones said that the District applied for a grant to receive a new ambulance. One recommendation that came back was that the District's ambulance rates are lower than average. He said that the District had received the same comment from its billing company, LifeQuest, when it began providing services to the District. Vice President Long asked if the District had to raise the rates to receive the grant. Chief Jones said that was not a grant requirement.

Director Lambert added that the new interim Rifle City Manager is Tommy Klein and not Rick Barth as stated in Chief Jones' Board report.

OPERATIONS DIVISION CHIEF SACKETT:

Division Chief Sackett stated that the check for the EMTS grant came in the day of the last Board meeting. Director Burris asked what type of services would be provided to E. Dene Moore. Division Chief Sackett said it would be inter facility transports. He said he has been talking with them for the past couple of months to get to know the staff and answered questions at their monthly staff meeting. Director Burris asked if it would be a contracted service rather than the District billing for Medicaid and Medicare. Division Chief Sackett stated it would be contracted service.

EMS DIVISION CHIEF SCOTT:

Division Chief Scott said that he attended EMS at the Capital to advocate for Medicaid and Medicare rates. He also stated that the District has been successful on getting the new controlled substance vending machines up and running. There are no narcotics at the stations anymore. Chief Jones, Division Chief Sackett and he receive notifications when medications are dispensed.

TRAINING DIVISION CHIEF CLARK:

Division Chief Clark said that the Firefighter I class is going great. There are a lot of good up and coming people in the class.

PREVENTION DIVISION CHIEF MOON:

Division Chief Moon discussed one item on his report. He, in addition to Rifle Police Chief Tommy Kline and Resource Officer Will VanTeylingen, had been contacted by a Rifle high school student who had concerns about the Florida shooting, where the individual had pulled the fire alarm pull station to get students out of the classrooms. She wanted to discuss the safety of Rifle High School. He met with the school district's new facilities manager that morning. Division Chief Moon was able to give him some options that he can take back to the school's safety committee for discussion. Division Chief Moon said that after the meeting with the high school student, they were able to help her feel more comfortable in the high school. Vice President Long asked about other alternatives. Division Chief Moon said that the high school was built during a time that required several things, such as pull stations at every exit. The State Division of Fire Prevention and Control ("DFPC") had sent out a memo after the Florida school shooting saying that a fire marshal may remove some pull stations. Rifle High School has other safety precautions. Resource Officer VanTeylingen said that there is a culture at the high school that can change, such as making sure the doors are closed or letting people into the school. He said that some are confused about the lockdown procedures. Secretary Weisbrod asked if the schools still teach evacuations. Division Chief Moon said yes. Schools are required by the Fire Code to do two fire drills in the first month of school and one every month thereafter. He said that they do not quite keep up to that, but the schools do a number of drills throughout the year. He said that the DFPC allows lockdown drills to be considered as fire drills.

Vice President Long asked if Division Chief Moon has reviewed any new plans. He said no, he is waiting on the new plans from E. Dene Moore. He said the new Rifle City Hall is a project he sees coming down the road.

Secretary Weisbrod asked about having the “No Smoke” system on the apparatus. Division Chief Sackett said that the new apparatuses do not have the system. Secretary Weisbrod asked if the carbon monoxide systems are antiquated. Division Chief Moon said that the fan motor had burned up. He said that the alarm was going off, but the fan would not come on. He felt that it needed to be fixed. Secretary Weisbrod asked what apparatus does the department own that is not “clean air”? IT Director Gredig said that all five ambulances burn clean. Chief Jones said that all have the Ward smoke. Division Chief Sackett talked about the three pieces that do not have the clean air. Division Chief Moon said that they still have carbon monoxide. Division Chief Pigati said that just because an apparatus burns clean, does not mean that it does not produce carbon monoxide.

DIVISION CHIEF PIGATI:

Division Chief Pigati said that he has been familiarizing himself with the District. He has approved a burn plan for DFPC at the Rifle Fish Hatchery. He has built a burn place for mitigation at Elk Run subdivision. Secretary Weisbrod asked if he had really read all of the department’s Standard Operating Guidelines (hereinafter “SOGs”). Division Chief Pigati said yes he had, and he does have some changes. He would like to build some Wildland SOGs for both here and deployment purposes. Director Burris asked about some mitigation and burn piles, if an individual is able to call and get assistance or a standby with a brush truck. Division Chief Pigati said that he feels that would be an opportunity for the department to minimize the amount of call out that it receives. So by putting together a burn plan, it is not only an opportunity for the wildland division to go out and do some training, but the opportunity to complete task books. He said that it also helps to protect the individual’s ranch and their neighbor’s property.

IT DIRECTOR GREDIG:

IT Director Gredig said that he is working with DFPC to begin national tracking of marijuana incidents exposures to emergency response personnel. Fire Chief Jones said that an outstanding question is what impacts the marijuana industry is having on the fire districts. He said that part of working with DFPC is to assist each other and compare all the data. He knows that the District has been impacted but does not have data on those impacts. He said that several state agencies still do not have any baseline data.

FINANCIAL MANAGER PJ TILLMAN:

Financial Manager Tillman said that the question had been raised about \$50,000 for laundry. She said that it is actually uniforms and not laundry. She said that P-cards are coming. She is working with the State on codes and parameters. She said the ADP contract is being reviewed with legal counsel. Switching to ADP would be a cost savings to the District. Secretary Weisbrod asked what the benefit is of ADP. Financial Manager Tillman explained the human resources aspect. Administrative Assistant O’Leary said that there is a lot of benefits on the human resources side. She said that she will be able to send a new employee all of their documents to complete, and it will be uploaded into the system. I-9s will be e-verified. IT Director Gredig said that staff would be able to upload timesheets rather than just manually entering them into the system as is the case now.

ADMINISTRATIVE ASSISTANT ASHLEIGH O’LEARY:

Administrative Assistant O’Leary said that the Awards Ceremony last Friday went very well. She said that PERA sent a representative to meet with members regarding their benefits.

They presented a lot of new information. She hopes to have an event scheduled in the future where employees and their families can sit down with a PERA representative to understand all that PERA has to offer.

Administrative Assistant O'Leary said that the Director election is proceeding. Secretary Weisbrod asked who the candidates are. The following were named as the two-year candidates: Alan Lambert, Scott Wesley Marsh, and Suzanne Abernathy. The four-year candidates will be: Rex Rhule, Yvonne Long, Paige Haderlie, Carl Artaz, and Addy Marantino.

Secretary Weisbrod asked if the District's elections firm, Community Resource Services ("CRS") is printing the ballots. Administrative Assistant O'Leary said yes. Secretary Weisbrod asked about election signs. Administrative Assistant O'Leary said that CRS has all the signs as well. Vice President Long asked when the election will be. Administrative Assistant O'Leary said May 8, 2018.

NEW BUSINESS:

Secretary Weisbrod made the motion to rescind the last adopted Personnel Manual and reinstate the prior Personnel Manual. Director Burris seconded. Motion passed.

OLD BUSINESS:

None.

BOARD MEMBER COMMENTS:

Director Burris said welcome aboard to Division Chief Pigati. He said that from a bookkeeping standpoint, he would like to track and document when members are deployed and what revenues are received so that the Board can track deployments and costs.

Secretary Weisbrod had no comment.

Director Lambert said welcome to Division Chief Pigati. He reminded everyone that the Lions Club Easter Egg Hunt is on the 31st. He would like to see an engine there. He said that he has been enjoying the Facebook posts on training. He also thanked the Board for the opportunity to serve. He appreciates all the help that he has received.

Vice-President Long said that she was sorry for not being able to attend the awards ceremony. Thank you to IT Director Gredig and Division Chief Scott for help that they gave to her in assisting to fill out a survey for the state Attorney General on opioid issues and overdoses.

EXECUTIVE SESSION:

Secretary Weisbrod made a motion to go into Executive Session to receive advice from legal counsel regarding litigation matters pursuant to CRS 24-6-402(4)(b). Director Burris seconded the motion. Attorney Ross certified for the record that the Executive Session will

constitute an attorney-client communication and will not be recorded. The Board entered into Executive Session at 8:21p.m.

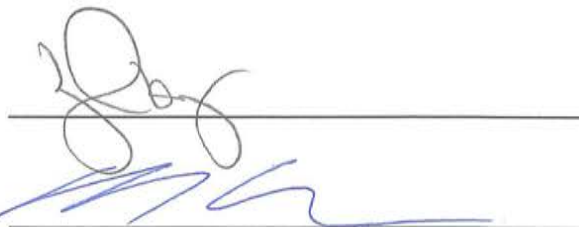
The Board came out of Executive Session at 9:00 p.m.

There being no other business to come before the Board, Chairperson Long adjourned the meeting at 9:00 p.m.

APPROVAL

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

Date: 3/10/18

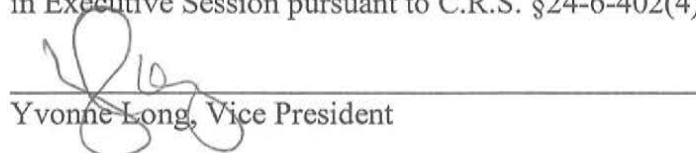


Date: 3/10/18

I hereby attest that both Executive Sessions, which were not recorded, constituted privileged attorney-client communications.


Dino Ross, Esq.

I hereby attest that the Executive Sessions were confined to the topics authorized for discussion in Executive Session pursuant to C.R.S. §24-6-402(4)(b).


Yvonne Long, Vice President