

RECORD OF PROCEEDINGS  
FOR THE  
COLORADO RIVER FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS  
JUNE 12, 2018  
STATION 41, 1850 RAILROAD AVENUE, RIFLE CO 81650

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

**ROLL CALL:**

Board Members Present:

Matt Weisbrod, Vice-President  
Alan Lambert, President and Chairman  
Levy Burris, Director  
Addy Marantino, Secretary  
Paige Haderlie, Treasurer

Others Present:

Rob Jones, Fire Chief  
Dino Ross, Legal Counsel  
Alizah Garay, Administrative Support Clerk  
John Gredig, IT Director  
PJ Tillman, Financial Manager  
Orrin Moon, Prevention Division Chief  
Mike Scott, EMS Division Chief  
Bill Smith, CRFR Lieutenant  
Lief Sackett, Operations Division Chief  
Landon Churchill, CRFR Firefighter  
Greg Garwood, CRFR Lieutenant  
Gene Robertson, CRFR Firefighter  
Pat Lucas, CRFR Firefighter  
Crystal Peters, CRFR Firefighter

**ADDITIONS/DELETIONS/CHANGES TO THE AGENDA:**

Attorney Ross asked that the Board add an Executive Session at the end of the agenda to receive advice of legal counsel. The consensus of the Board was to add the Executive Session at the end of the agenda.

**CONSENT AGENDA:**

Approval of Minutes: May 15, 2018 Meeting  
Approval of Minutes: May 26, 2018 Special Meeting

Accounts payable: May 1-31, 2018  
May 2018 Financials

Secretary Marantino requested that the minutes of the May 15, 2018 meeting be pulled from the consent agenda for further discussion. Director Burris moved to approve all items under the Consent Agenda except for the minutes of the May 15, 2018 meeting. Treasurer Haderlie seconded the motion. The motion passed unanimously.

Secretary Marantino stated that, in the fifth sentence in the EMS section of the minutes of the May 15, 2018 meeting, the word "who" should be added after the word "asks." Vice President Weisbrod moved to approve the minutes of the May 15, 2018 meeting with the change identified by Secretary Marantino. Director Burris seconded the motion. The motion passed unanimously.

**PUBLIC COMMENT:**

None.

**LEGAL COUNSEL:**

Attorney Ross noted that the Board approved a proposed Memorandum of Understanding (MOU) with Lexipol at the last Board meet. Unfortunately, Lexipol subsequently submitted an extensive Subscription Agreement that it is requesting that each fire department that is a party to the MOU sign. Neither Attorney Ross nor Chief Staff had any idea that Lexipol intended to require this second contract. Attorney Ross revised the proposed Subscription Agreement to make it consistent with the terms negotiated in the MOU. Lexipol objected to two of the changes: 1) removal of Lexipol's rights in derivative works; and 2) deletion of the provisions limiting Lexipol's liability. Attorney Ross provided an overview of the legal concerns related to both issues. Extensive Board discussion followed.

Secretary Marantino moved to have legal counsel go back to Lexipol and work on adjusting the contract language to address the derivative works and the scope of liability. Director Burris seconded the motion. Further Board discussion ensued. Secretary Marantino withdrew her motion.

Director Burris moved to authorize Chief Staff to negotiate, with the help of legal counsel, the liability and derivative work language in the Lexipol MOU and bring the results of those negotiations back to the Board. Vice President Weisbrod seconded the Motion. The motion passed unanimously.

Attorney Ross advised the Board that the Governor has vetoed HB18-1181, which would have allowed individuals who are not otherwise qualified to vote in Colorado to vote in a special district Director election if they own real property within the special district.

Attorney Ross provided the Board with a brief overview of the recent Critical Issues Briefing hosted by the Colorado State Fire Chiefs in Vail. A lot of the meeting focused on the concerns surrounding the Gallagher Amendment. Unfortunately, while the Legislative Council approved an Interim Committee to study the issues related to the Gallagher Amendment this summer, there

currently is no legislative solution to the issue, and the Colorado Legislature will need to determine whether to further reduce the residential assessment rate to 6.11% in the spring of 2019. Faced with no clear statewide solution and the possible further reduction in the residential assessment rate, many fire districts are looking at addressing this issue locally in the November 2018 election. Attorney Ross stated that his firm has arranged for interest fire districts to interview two public education firms next Wednesday to develop a common message across all departments and share common resources. An update will follow.

### **STAFF REPORTS:**

#### **FIRE CHIEF ROB JONES:**

Chief Jones stated that, in the past, the District has provided food at the meetings for the Board members. Chief Jones asked if the current Board like to see this continue. The consensus of the Board was for Chief Staff to continue to provide snacks at the meetings for Board members.

Chief Jones stated that he had nothing further to add and asked if the Board had questions on his report.

Director Burris asked about the shop mechanic. Chief Jones stated that the District may be asked to provide maintenance on Police Department vehicles while the Town is without a mechanic. The District shares the building with the Town, but the Town and the District have separate mechanics. The District needs to assess at what level it will be providing this assistance. Board discussion followed.

Chief Jones stated that he would like to provide answers to questions that Vice President Weisbrod had sent via email prior to the meeting:

- Vice President Weisbrod would like a year-to-date on the revenues and expenses for the inter-facility transfers (IFTs).
  - o Chief Jones stated that Financial Manager Tillman provided that information to the Board prior to the meeting.
- Vice President Weisbrod asked if there can be more IFT categories to break out costs more specifically? Example: Cost of EMS supplies for IFT vs. 911 response.
  - o EMS Division Chief Scott stated that Chief Staff cannot parse out IFT cost due to bundle billing. Itemized billing would change the current billing process and increase billing time. Quarterly reports will address the mileage and other details specifically related to IFT in the future.
- Vice President Weisbrod does not like to hear about wildland deployments on Facebook and would like Chief Staff to notify the Board so they are prepared to answer questions from the public.
  - o Chief Jones asked on what level would the Board like notification, as it would be very difficult to notify on every deployment.
  - o Secretary Marantino stated that a notification is valuable when answering public questions and reduces the perception that the Board is not informed.

- Director Burris suggests a group text to the Board. The consensus of the Board was that this would be acceptable.
- President Lambert stated that he would like to see continued use of Facebook. The consensus of the Board was that continuing to use Facebook in this manner would be good.
- Vice President Weisbrod wanted clarification if the pipe and drum band was a District group.
  - Chief Jones stated that it is not, but some District members participate in the band.
- Vice President Weisbrod wanted to know who is responsible for weed control.
  - Chief Jones stated that Mike Kelley does it in-house.
- Vice President Weisbrod wanted to know who is on the Type III team and when will they leave to participate?
  - Chief Jones stated that Financial Manager Tillman, EMS Division Chief Scott, and IT Director Gredig are on the team and leave only if they are available to go.
- Vice President Weisbrod wanted to know about the District's credit card use policy.
  - Financial Manager Tillman stated that, at the moment, District credit cards are only for emergency use while the policy is being updated and the change to Citi Bank is being completed. VP Weisbrod asked for a time frame for updating the policy. Financial Manager Tillman stated an updated policy will be presented to the Board at the July meeting.
  - Treasurer Haderlie asks what are the limits? Financial Manager Tillman stated that the current limits are: Fire Chief - \$5,000; Division Chief - \$4,000; and Battalion Chief - \$1,500. There are a total of 34 cards. Treasurer Haderlie stated that it seems there could be an excessive amount of spending each month with the current limits. Financial Manager Tillman reiterated that below the Chief level the cards currently can only be used for emergencies.
  - Financial Manager Tillman stated that Citi bank will be the primary credit card issuer once the change is made.
- Vice President Weisbrod wanted to know what is the District's replacement plan for vehicles.
  - Chief Jones stated that the District currently does not have a replacement plan. He has worked on one over the past year (based on mileage, hours in the vehicle, use, etc.) to determine when the vehicles would need to be replaced.
  - Secretary Marantino asked if the plan would only assess the replacement need of the vehicle or the cost to replace and include a line in the budget for replacement? Chief Jones and Financial Manager Tillman stated that there is a capital purchase line in the budget, but nothing tied to vehicles specifically.

#### OPERATIONS DIVISION CHIEF SACKETT:

Division Chief Sackett stated that he has no action items. He asked if the board has any questions for him.

Director Burris asked Division Chief Sackett to clarify that there are two Type 3 apparatus deployed. Division Chief Sackett stated that a Tender was deployed to the Beacon Fire, and then was redeployed to the Badger Fire. A Type 6 apparatus was deployed to Southwest Colorado.

President Lambert gave praise for the drum and pipes band's performance at the District's Open House and the funeral.

Secretary Marantino stated that IFT revenue seems low. EMS Division Chief Scott stated that the 90-day billing cycle causing delays in revenue accounting. Financial Manager Tillman stated that personnel costs are not separated into IFT vs line duties. Treasurer Haderlie clarified that personnel for IFTs are a 70/30 split in responsibilities. Secretary Marantino asked what is the billing collection rate. Chief Staff stated that it did not know. IT Director Gredig stated that Life Quest is the new billing company for all EMS expenses and new to the District.

#### PREVENTION DIVISION CHIEF MOON:

Prevention Division Chief Moon stated that he has no action items. He gave a brief summary of the New Castle Open House event, which was attended by approximately 250-300 people. The District's next Open House will be in Silt, followed by an Open House in Rifle in September.

President Lambert offered praise for all the work during a very busy weekend.

#### EMS DIVISION CHIEF SCOTT:

EMS Division Chief Scott stated that he has no action items.

Secretary Marantino asks about the outcome of the first IFT Committee meeting. EMS Division Chief Scott stated that the Committee worked on building criteria for the hospitals, doing a risk assessment and a flow chart for hospital staff. The next monthly meeting is scheduled for July 2018.

Director Burris asks for the results of the discussion on the Valley View Hospital model. EMS Division Chief Scott stated that Valley View Hospital wanted to know where the District was operationally and to see if the District would pick up where TransCare left off. The Hospital wanted the District to have meetings with nursing staff to better understand the new role with the District. During the meeting, the District addressed concerns from its line personnel regarding the facility, including times of non-emergent transfer, incomplete paperwork, etc. The chief nursing officer was not aware of the issues until this meeting. The Hospital staff acknowledged the District limitations on staffing and equipment.

EMS Division Chief Scott stated that the meeting with Grand River Hospital has not been scheduled due to scheduling conflicts with their staff; however, he did have the opportunity to visit with the E. Dene Moore Staff on issues similar to those with Valley View Hospital.



Director Burris asked if the District's contract with the facility ensures the District gets paid when a patient does not have insurance. EMS Division Chief Scott confirmed that the facility is contractually required to pay the District a predetermined amount if a patient has no insurance.

Vice President Weisbrod asked if TransCare is still in business. EMS Division Chief Scott stated that it is his understanding that TransCare has moved to a Monday through Friday, 8:00 am to 5:00 pm schedule. He believes this schedule did not meet TransCare's contractual obligations to Green River Hospital, so the Hospital terminated the contract.

The Board discussed the fact that the District's current contracts with the Hospitals for IFTs will need to be re-visited with the change in IFT services.

#### TRAINING DIVISION CHIEF CLARK:

Training Division Chief Clark stated that he has no action items. The Board had no questions/remarks.

#### WILDLAND DIVISION CHIEF PIGATI:

Chief Jones advised the Board that Wildland Division Chief Pigati is currently deployed. Chief Jones stated that Wildland Division Chief Pigati had no action items. Chief Jones gave an update on the District's deployment on several wildland fires. The Board and Chief Jones discussed how the District ensures appropriate staffing and equipment are maintained at the District when District equipment and personnel are deployed to areas outside the District.

#### 2018 MDA FILL THE BOOT KICK-OFF PRESENTATION:

Chairman Lambert stated that, due to the lateness of the time and the child accompanying the Muscular Dystrophy Association (MDA) representatives, he is going to move the MDA presentation to next on the agenda.

Bill Smith introduced Kendall, Director of Business relations for MDA (entire Wester Slope). Kendall provided an overview of the MDA, its research and programs, and its Fill the Boot campaign. The District started participating in the Fill the Boot campaign 2013. In partnership with the Colorado River Fire Fighters Association, IAFF Local 4951, the District raised approximately \$20,000 for MDA last year, with the main Fill the Boot event on Labor Day weekend. The Board thanked Kendall for her presentation.

#### RECESS MEETING:

Chairman Lambert recessed the meeting from 9:03 p.m. until 9:12 p.m.

#### IT DIRECTOR GREDIG:

IT Director Gredig stated that he is asking the Board direction on whether the District should release the domain name CRFR.NET to Columbia-Richland Fire Rescue. Following discussion, the consensus of the Board was to release CRFR.NET to Columbia-Richland Fire Rescue.

Secretary Marantino asked how many domains the District has and should it release any others? IT Director Gredig stated that he will have that information for the next Board meeting.

#### **FINANCIAL MANAGER TILLMAN:**

Financial Manager Tillman asked if the Board had any questions on her report. Secretary Marantino asked about the annual conference by the Special District Association (SDA) in Keystone this Fall, and if it is recommended that Board members attend. Director Weisbrod, Financial Manager Tillman and Attorney Ross spoke highly on the content and value of SDA's annual conference. Financial Manager Tillman asked that Board members notify her as soon as possible if they are interested in attending, as lodging for the conference books quickly.

#### **ADMINISTRATION:**

No report.

#### **NEW BUSINESS:**

Chairman Lambert opened the floor for discussion on whether hiring, promotion, reassignment or cross-training of personnel should be placed on hold pending the Board's further evaluation of the District's financial condition and organizational needs. The Board and Chief Staff engaged in an extensive discussion regarding the current staffing of the District and whether restrictions should be placed on hiring, promotion, reassignment or cross-training of personnel. Chief Staff was not able to provide specific information regarding what positions were critical to fill. Directors Haderlie stated that a lot of questions have been asked by the Board with no answers available from staff and this is your responsibility to know this information. Secretary Marantino agreed, this is not acceptable. All members of the Board expressed a need for more information to make this decision. Chief Jones stated that this agenda item was added near the meeting date and he was advised this prior Saturday and on vacation this week, out of the office, giving little time to collect all the pertinent information. Chairman Lambert stated that the agenda item was provided to Chief Staff well before Saturday.

Director Burris moved to table this item and place it on the agenda for the July Board meeting. Secretary Marantino seconded the motion. The motion passed unanimously.

#### **OLD BUSINESS:**

Chairman Lambert noted that a study session on a potential mill levy increase/de-Gallagherizing election in November 2018 has scheduled for June 18, 2018 at 8:00 a.m. at Station 41, 1850 Railroad Avenue, Rifle CO.

Chief Jones stated that he is just waiting to confirm Director Burris' availability to set the date for the Strategic Planning Session.

#### **BOARD MEMBER COMMENTS:**

Director Burris had no comments.

Vice President Weisbrod had no comments.

Treasurer Haderlie stated that she was under the impression that the new business item regarding possible restrictions on hiring, promoting, re-assignment and cross-training of personnel was going to be a different conversation and apologized if any of her comments came across too aggressively.

Secretary Marantino stated that she concurs with Treasurer Haderlie that she thought a different discussion was going to occur.

President Lambert thanked the people who put on the Open House with all the additional work/activities over the weekend.

#### **EXECUTIVE SESSION:**

Vice President Weisbrod moved to go into Executive Session to receive advice from legal counsel regarding legal matters pursuant to CRS 24-6-402(4)(b). Treasurer Haderlie 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 Executive Session at 10:05 p.m.

The Board came out of Executive Session at 10:35 p.m.

There being no other business to come before the Board, Chairman Lambert adjourned the meeting at 10:37p.m.



**APPROVAL**

The forgoing 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.

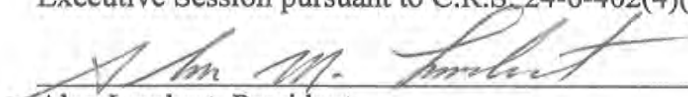
Date: 8/14/18 By: 

Date: 8/14/2018 By: 

I hereby attest that the Executive Session, which was not recorded, constitutes privileged attorney-client communications.

  
Dino Ross, Esq.

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

  
Alan Lambert, President