

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

The regularly scheduled meeting is called to order by Chairman Lambert at 6:30 p.m.
The Pledge of Allegiance was said and a moment of silence was given.

ROLL CALL:

Board Members Present:

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

Others Present:

Rob Jones, Fire Chief
Orrin Moon, Prevention Division Chief
Mike Scott, EMS Division Chief
Leif Sackett, Operations Division Chief
John Gredig, IT Director
Dino Ross, Legal Counsel
PJ Tillman, Financial Manager

ADDITIONS/DELETIONS/CHANGES TO THE AGENDA:

None

CONSENT AGENDA:

Minutes of October 9, 2018 Board Meeting
Prior month's Financial Report
Prior month's Accounts Payable Reports

Director Burris made a motion to approve the consent agenda items. The motion was seconded by Vice President Weisbrod. The motion passed unanimously.

Vice President Weisbrod made a motion to approve the minutes of November 5, 2018 special Board meeting. Director Burris seconded the motion. The motion passed unanimously.

PUBLIC COMMENT:

None.

PUBLIC HEARING ON PROPOSED 2019 BUDGET:

Secretary Marantino made a motion to open the public hearing on the proposed 2019 Budget at 6:46 p.m. The motion was seconded by Vice President Weisbrod. The motion passed unanimously.

Attorney Ross noted for the record that notice of the public hearing was published in accordance with State law, and that neither District Staff nor legal counsel has received any comments or objections to the proposed 2019 Budget. No public was present to speak regarding the proposed 2019 Budget.

Vice President Weisbrod made a motion to continue the public hearing to November 27, 2018 at 7:00 p.m. at station 41. The motion was seconded by Secretary Marantino. The motion passed unanimously.

LEGAL COUNSEL:

Attorney Ross provided a brief overview of the proposed agreement with CPH HR Consulting. His office continues to work on job descriptions and the updated Personnel Manual. Attorney Ross noted that 11 of the 14 special districts that his office represents that conducted a de-Gallagherization elections were successful. It is unclear what, if anything, the Colorado legislature will do in the upcoming session to address the Gallagher Amendment issues.

STAFF REPORTS:

FIRE CHIEF JONES:

Fire Chief Jones is working on the updated Personnel Manual. Secretary Marantino asked if there were any changes made to the existing draft. Fire Chief Jones stated that he has not had a chance to look at the example manual she had provided. The wage survey information has been submitted to CPS HR Consulting. Fire Chief Jones has a strong interest from both Glenwood Springs Fire Department and Carbondale Fire Protection District to participate in the wage survey. After consulting with CPS, CPS agreed to provide the report with the inclusion of all three agencies for a new updated total of \$17,990, up from the original \$11,760 that the Board previously approved. With the cost share, the cost to the District would go down to just over \$6,000. Fire Chief Jones recommended that the Board approve amending the original contract to the new total of \$17,990. Glenwood Fire Department and Carbondale Fire Protection District would reimburse the District for their share. The final report is to be completed in mid-January of 2019 and draft numbers will be available by December 15, 2018 for consideration in the 2019 Budget.

Attorney Ross discussed with the Board the legal issues associated with adding Glenwood Springs

Fire Department and Carbondale Fire Protection District to the report. Secretary Marantino made a motion to amend the contract with CPS HR to include the increase costs associated with adding the two additional agencies, subject to approval by legal counsel, with Fire Chief Jones having the authority to sign the amendment. The motion was second by Director Burris. The motion passed unanimously.

Fire Chief Jones stated that he would like to revisit Lexipol's program. They have agreed to all of the changes and conditions that legal counsel had requested. Fire Chief Jones asked if the Board would allow legal counsel to revisit that, and if so, would like to put those costs into the 2019 Budget. The Board asked that Chief Staff re-visit that issue at the next Board meeting. The Board requested that Chief Staff add the cost into the draft 2019 Budget under the 550 Training line item.

Currently, the training consortium fee is \$50 per member on a participating fire department's roster. The training consortium has proposed hiring a Training Chief to run the program. The other departments have agreed to share the cost for that position. Internally, the District could consider an internal Training Coordinator position. Attorney Ross stated the current Memorandum of Understanding establishing the training consortium does not allow for hiring personnel. Secretary Marantino asked why the position could not be an independent contractor. Attorney Ross stated that an independent contractor would not have worker's compensation coverage, unless he or she purchased it separately, which would probably be cost prohibitive. The independent contractor also would not be covered by governmental immunity. Director Burris stated MOU's for a shared position seemed to work well for the County. The consensus of the Board was to table the conversation and add the proposed cost into the 2019 Budget.

OPERATIONS DIVISION CHIEF SACKETT:

Division Chief Sackett stated that his report included three bids for the proposed new service truck. Division Chief Sackett recommended the \$189,000 bid amount and stated the amount would come out of the capital fund budget. He stated that the current 1994 brush truck is well beyond its useful life. The proposed new service truck would have the capability to be re-chassied and would have an extensive lifespan. Vice President Weisbrod expressed concerns on thoroughly researching the needs. He asked for staff to bring more information to the next budget meeting on November 27, 2018. Secretary Marantino asked about grant opportunities.

The GCFMLG Grant Award required a purchase order signed for the airbag purchase. Director Burris made a motion to allow staff to start the acquisition for the purchase of rescue equipment. In addition, Director Burris stated the motion was to be approved with a 2019 purchase order and the purchase would be made out of the approved 2019 Budget. Vice President Weisbrod seconded the motion. The motion passed unanimously.

In regards to the focus item mentioned in the report, Director Burris asked that Division Chief Sackett ensure there would be someone interested in going to one of the five sessions next year.

Division Chief Sackett stated that he is compiling data from the Mission Statement overview. The general overview is that "these values are all encompassing". The Board would like the data forwarded to Davis Farrar for inclusion on the Strategic Planning process.

Division Chief Sackett has reviewed significant calls over the last month. There was a high acuity call last night. The crews did a great job in responding, treating, and transporting the patient.

PREVENTION DIVISION CHIEF MOON:

Division Chief Moon requested permission to start looking into charging for plan reviews. Currently, there is no charge for plan reviews. Most departments in the State are charging for permits per the Fire Code. The income would be based on a common permit fee schedule, as sampled from other agencies. He does not support the idea of the District charging for burn permits, as it could deter people from following the current process. The fees charged would be for new buildings, private water systems, tank installations, and medical waste transfers. Division Chief Moon does not feel it would be of value to charge inspection fees at this time. Following discussion, the Board indicated that it would be open to his submitting a proposed fee schedule for further discussion.

Division Chief Moon thanked firefighters Hill, Smith, and Taylor for the mapping work and progress.

EMS DIVISION CHIEF SCOTT:

Division Chief Scott recapped the highlights of his report. He would like to ensure the District takes care of the crews, especially in light of the recent fatality calls. President Lambert thanked the District members for their dedication and work.

WILDLAND DIVISION CHIEF PIGATI:

Division Chief Pigati's action item was moved to the budget meeting on November 27, 2018.

IT DIRECTOR GREDIG:

IT Director Gredig stated there would be a presentation next month on some upgrades. He is transitioning the District to Windows 10. Secretary Marantino asked that he present at the next budget meeting on November 27, 2018.

FINANCIAL MANAGER TILLMAN:

In regards to the District's Christmas party, Vice President Weisbrod wanted to see a limit of two drinks for each person. After discussion, the majority of the Board felt members of the District are adults and will know by staff that the Board does not tolerate inappropriate behavior. The Board stated a drink responsibly message was appropriate.

NEW BUSINESS:

None.

OLD BUSINESS:

Secretary Marantino added a follow up on the updated Personnel Manual. She would like to see a new draft by staff during the December Board meeting. Fire Chief Jones would like to wait on the PTO portion until the wage survey report is complete. Secretary Marantino would like to see a draft of everything else, with the possibility of adding a revised PTO portion later.

Chairperson Lambert asked if there was a policy against using District vehicles for personal business. Vice President Weisbrod believed there was a vehicle policy that stated it was determined by the Fire Chief. Fire Chief Jones said he would look into it further. Attorney Ross stated that the Board had the discretion to establish or amend the policy. Vice President Weisbrod stated that he was referring to Section 4C (6) and (7) of the current Personnel Manual.

Strategic Planning Workshop Follow-up: Fire Chief Jones stated that several reminders have been sent out. Staff is waiting for responses from two Board members. The proposed dates of November 20, 2018 and November 27, 2018 indicated the most attendance. With the continued 2019 Budget hearing on November 27, 2018, the alternative date of November 20, 2018 would be for the strategic planning workshop. The Board would like to see the budget and strategic planning combined if possible on November 27, 2018. Fire Chief Jones will contact Davis Farrar to see if he can attend on November 27, 2018.

EXECUTIVE SESSION:

President Lambert made a motion to enter into Executive Session at 9:24 p.m. to receive advice of legal counsel on the pending personnel matters pursuant to C.R.S. 24-6-402(b) and (f). Vice President Weisbrod seconded the motion. The motion passed unanimously. The Board and Attorney Ross went into executive session. Fire Chief Jones joined the executive session for the last 10 minutes. The Board came out of executive session at 9:50 pm.

BOARD MEMBER COMMENTS:

Chairperson Lambert – None.

Director Burris – None.

Treasurer Haderlie – None.

Secretary Marantino – None.

Vice President Weisbrod-- None.

There being no other business to come before the Board, the meeting adjourned at 9:55 p.m.

APPROVAL

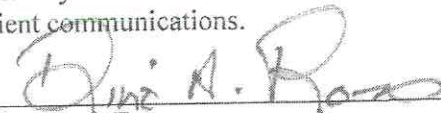
The foregoing Minutes, which have been approved by the affirmative majority vote of the Board of Directors of the Colorado River Fire Protection District, is a true and accurate record of the meeting held on the date stated above.

Date: 12/11/18


Date: 12/11/18




I hereby attest that the Executive Session, which was not recorded, constituted 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) and (f).


Alan Lambert, President