

**RECORD OF PROCEEDINGS FOR THE
COLORADO RIVER FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS**

FEBRUARY 8, 2022

STATION 64, 775 CASTLE VALLEY BLVD., NEW CASTLE, CO 81647

The regular scheduled meeting was called to order by Chairperson Lambert at 6:30 pm. The Pledge of Allegiance was said, and a moment of silence was given.

ROLL CALL:

Board Members Present:

Alan Lambert, President/Chairperson
Matt Weisbrod, Vice President
Levy Burris, Director
Paige Haderlie, Treasurer
Addy Marantino, Secretary (Via telephone)

Others Present:

Leif Sackett, Fire Chief
Zach Pigati, Wildland/Operations Division Chief
Scott Van Slyke, EMS/Training Division Chief
Orrin Moon, Prevention Division Chief
John Gredig, IT Director
P.J. Tillman, Administrative Director
Dino Ross, Legal Counsel for the District
Sarah Abbott, Legal Counsel to the District

ADDITIONS/DELETIONS/CHANGES TO THE AGENDA:

None.

CONSENT AGENDA:

Vice President Weisbrod made a motion to approve the consent agenda items. Treasurer Haderlie seconded the motion. The motion passed unanimously.

PUBLIC COMMENT:

None.

LEGAL COUNSEL UPDATE:

Attorney Ross and Attorney Abbott provided the Board with a brief status report on some of the bills pending before the Colorado General Assembly that their firm is motoring.

Following discussion.

FIRE CHIEF REPORT:

Fire Chief Sackett introduced the new business action items and stated there are no old business items.

Fire Chief Sackett stated 2022 will be another busy fast paced year and is excited to have the wildland crews moved to a 40-hours work week. The crews burn piles for the City of Rifle and have mitigation scheduled to start in New Castle.

Fire Chief Sackett said staff met with city/town managers of Rifle and Silt to develop a 3- to 5-year mitigation plan. The process with New Castle has been started and the District will soon have plan for Rifle, Silt, and New Castle.

Fire Chief Sackett stated that Garfield County and all emergency response agencies within the County are working to update the County's Emergency Operations Plan.

Fire Chief Sackett stated that staff will be updating the personnel manual; the goal is to update the manual first and then build policies that support it.

Fire Chief Sackett said he is appreciative of the community support and membership's drive to further build and maintain their trust.

Fire Chief Sackett stated the 2022 Budget included a line item for payment of up to 80-hours of additional sick leave, which the District was required to provide in 2021 under the State law; however, that law expired at the end of 2021.

Board discussion ensued. The matter will be further considered at March Board meeting.

NEW BUSINESS/ACTION ITEM REQUESTS:

a. Fire Chief/Administration: Review and consider Resolution Calling for a Polling Place Ballot Election on May 3, 2022 (Resolution No, 2022-02-01)

Fire Chief Sackett introduced Resolution No. 2022-02-01. A resolution on calling for a polling place election on May 3, 2022.

Following discussion, Vice President Weisbrod made a motion to adopt Resolution No. 2022-02-01. Treasurer Haderlie seconded the motion. The motion passed unanimously.

b. Fire Chief/Administration: Review and consider CPS HR Consulting Services On-Demand HR Service Contract- 2022

Fire Chief Sackett stated that the proposed 2022 CPS HR Consulting Services Contract is essentially the same contract as last year, with a few minor price increases. Attorney Ross stated that he confirmed that the substantive provisions of the proposed contract and last year's contract are the same.

Vice President Weisbrod made a motion to approve the CPS HR Consulting Services Contract for 2022. Secretary Marantino seconded the motion. The motion passed unanimously.

c. Fire Chief/EMS: Ratification of 2022 EMTS Grant Attestation

EMS/Training Division Chief Van Slyke stated Colorado River Fire Rescue is seeking to offset some of the cost of a new ambulance through Colorado Division of Public Health and Environment EMTS Grant.

EMS/Training Division Chief Van Slyke stated the grant will fund up to \$94,952 for a new ambulance. The EMTS grant is 50/50 matching grant.

EMS/Training Division Chief Van Slyke stated the pre-application deadline is February 8, 2022. In order to timely file for the grant President Lambert and Vice President Weisbrod signed the attestation that goes with the grant application, with the understanding that the matter would be brought to the Board for ratification at the February Board meeting.

EMS/Training Division Chief Van Slyke stated that the staff recommends option 2, ratifying execution of the EMTS Grant attestation and continuing with the grant application.

Secretary Marantino made a motion to ratify execution of the 2022 EMTS Grant Attestation. Treasurer Haderlie seconded the motion. The motion passed unanimously.

d. Fire Chief/Operations: Review and discuss purchase of 2 MOD trucks, CH 53, & BT40

Operations/Wildland Division Chief Pigati stated that Colorado River Fire Rescue would like to purchase four 2500 series three-quarter ton pickup trucks to replace the Battalion Chief truck, the prevention Chief truck, and two Wildland trucks.

Operations/Wildland Division Chief Pigati stated that two SMOD trucks are an investment that will pay for themselves through deployments. The current BC truck

can be re-purposed to use in a different area of response. The fire prevention Chief 53 truck has 160,000 miles and is no longer cost effective to maintain and keep in the fleet.

Operations/Wildland Division Chief Pigati stated that Staff recommends purchasing the four trucks, sell or trade Chief 53 and Rescue 64, and repurpose Battalion 40 as rescue unit. He said these are budgeted items and are a part of the 10-year Capital Replacement Plan.

Following discussion, Treasurer Haderlie made a motion to purchase the four trucks, sell or trade Chief 53, and Rescue 64, and re-purpose Battalion 40 as a rescue unit. Secretary Marantino seconded the motion. The motion passed unanimously.

e. Fire Chief/IT: Review and discuss annual report formatting and information

IT Director Gredig stated that staff would like to begin producing an Annual Report as an important part of improving communications with the District's members, partners, governing bodies, and the public.

IT Director Gredig stated, if authorized by the Board, the Annual Report would start in the second quarter of 2022, covering calendar year 2021. The initial distribution would include:

- 50 for CRFR Personnel and Board Directors
- 80 for distribution to Commissioners, Town Council, and Department Heads of the County, and Municipalities (20 copies each)
- 20 for other neighboring Fire Departments
- 100 (50 for Station 41, 25 each for Stations 61 and 64) for distribution to the Public.

IT Director Gredig discussed the estimated cost, \$1,100 for 8-1/2 x 11 booklet- 250 pages and \$600 for 4-1/4 x 5-1/2 booklet- 250 pages. He stated that the Annual Report also would be accessible via the District's website and social media.

IT Director Gredig stated that Staff recommends completion of the draft Annual Report and print 250 copies of the 8-1/2 x 11 booklet.

Vice President Weisbrod made a motion to complete the draft 2021 Annual Report and print 250 copies of the 8-1/2 x 11 booklet. Treasurer Haderlie seconded the motion. The motion passed unanimously.

OLD BUSINESS/ACTION ITEM REQUESTS:

None.

DIVISION INFORMATION MEMORANDUM:

Wildland/Operations Division Chief Pigati:

Wildland/Operations Division Chief Pigati attended Professional EMS Conference.

Wildland/Operations Division Chief Pigati is working on the FMLG for Extrication Equipment. He is working with Lt. Smith on quotes.

Wildland/Operations Division Chief Pigati is working on an action item for purchasing four trucks that were budgeted for in the 10-year capital replacement plan.

Wildland/Operations Division Chief Pigati is working with staff on a standard of cover and possible accreditation through the Center for Public Safety Excellence (CPSE).

Wildland/Operations Division Chief Pigati continued working on SOPs for CRFR. Chief Pigati also met with Lt. Langner on the SOP for the health and wellness program.

Wildland/Operations Division Chief Pigati said the Wildland Division is finalizing SOG's and inventory equipment at Station-43.

Wildland/Operations Division Chief Pigati continued working with IT Director Gredig on the Communication Plan.

Wildland/Operations Division Chief Pigati met with Fire Chief Sackett, EMS/Training Division Chief Van Slyke, and IT Director Gredig, and Ben Wasilewski regarding the Guardian Tracking Software. Wildland/Operations Division Chief Pigati also met with Lexipol on Standards.

Wildland/Operations Division Chief Pigati attended Managing Disciplinary Challenges in the fire service with speaker Curt Varone.

Wildland/Operations Division Chief Pigati stated the Wildland Division has completed a Burn plan and are burning piles for the City of Rifle at the old water treatment plant. He also said the division is finishing up lesson plans for the S classes offered in the Spring.

Wildland/Operations Division Chief Pigati said CRFR has received 80 applications for the 2022 seasonal positions and will be preparing for hiring.

Wildland/Operations Division Chief Pigati said the washer, shorelines, drier, water filter, leaking roof, two toilets have been repaired at Station 43. He said carpets have been cleaned, and the equipment and gear have been consolidated at Station 43.

Wildland/Operations Division Chief Pigati updated seasonal employee pay has been adjusted to match the new federal and State minimums wage laws.

Wildland/Operations Division Chief Pigati mentioned members are enrolled in professional development, three Division members are certified for County funded Eagle View Application, and he is working with BLM/USFS to establish RXB2 trainee from CRFR.

Wildland/Operations Division Chief Pigati has continued research on grant funding and continued to prepare for revenue generating spring academy.

Wildland/Operations Division Chief Pigati established annual refresher dates and times for line training, developed new processes for private land prescribed burns, and appropriated equipment to enhance fire suppression module capabilities.

EMS/Training Division Chief Van Slyke:

EMS/Training Division Chief Van Slyke worked on the EMTS grant process for a new ambulance.

EMS/Training Division Chief Van Slyke completed a writing course from Mary Sovick and completed the 2021 EMS Protocol Update training.

EMS/Training Division Chief Van Slyke attended an Advanced 12 Lead Course conducted by Professional EMS Education and attended various meetings.

EMS/Training Division Chief Van Slyke mentioned Dr. Knight will be leaving Grand River Health and moving out of the area, which will result in the District needing to hire a new medical director.

EMS/Training Division Chief Van Slyke stated crews logged 924 hours of training during January.

EMS/Training Division Chief Van Slyke congratulated Steve Timm for obtaining his Firefighter 2 certification.

EMS/Training Division Chief Van Slyke conducted a Firefighter 2 practical for five members of CRFR with Lt. Carlson and Engineer Cahalan.

EMS/Training Division Chief Van Slyke worked with the Wildland Division to push out this year's Wildland course in Eventbrite. He said the Wildland Division held annual wildland refresher course for all shifts.

EMS/Training Division Chief Van Slyke attended demo with the Hallway for personnel records tracking system and attended Managing Disciplinary Challenges Training.

EMS/Training Division Chief Van Slyke updated EMS credentials in Vector Solutions to more closely align with National Registry standards.

Prevention Division Chief Moon:

Prevention Division Chief Moon completed Garfield County referral comments on a minor subdivision on CR 321 in Rifle, completed the final inspection on Super Kids fun arcade, and final review on Last Chance Commons for 12 new homes.

Prevention Division Chief Moon, Fire Chief Sackett, and Operations Division Chief Pigati met with the Town of Silt and City of Rifle on development of a Wildfire Mitigation Plan.

Prevention Division Chief Moon met with the Garfield County Fire Marshals and Garfield County Community Development, Dave Argo, Head Building Official and Sheryl Bower the Director of Community Development about adopting the 2021 Edition of the International Fire Code.

Prevention Division Chief Moon worked with the City of Rifle on an overcrowding issue at 1733 Railroad Ave unit C and on possible adoption of the International Wildland Urban Interface Code.

Prevention Division Chief Moon and Fire Chief Sackett met with Lakota Developers who have plans for the property across from Station 64 in Lakota Ranch.

Prevention Division Chief Moon received initial plans for a proposed 136 residential units in town home buildings located at the end of North Wildhorse Drive in New Castle. He reviewed a new site plan on three commercial buildings on the west side of the Village at Painted Pastures in Silt.

Prevention Division Chief Moon is still working on referral comments for the AES Peace Bear Ranch Solar Farm located on property above Dry Hollow Road.

Prevention Division Chief Moon conducted inspections on food trailers, Liberty Classical Academy Pre-School, and Big R Commercial Park Lot 1.

Community Risk Reduction Specialist Nechkash conducted a CPR class for Johnston Construction crews.

Prevention Division Chief Moon hired Jerry Siefert to help with building maintenance on a part time, temporary basis. He said Station 61 has developed large cracks in the parking lot and Staff will look at temporary repairs this Spring. Station's 41 hot water heater is in the process of being replaced.

Fleet Mechanic Kasten is still keeping up with daily apparatus repairs.

IT Director Gredig:

IT Director Gredig continued to work on the Communications Plan with Wildland/Operations Division Chief Pigati and Fire Chief Sackett.

IT Director Gredig continued to work on the mapping project with the county.

IT Director Gredig continued training on Microsoft and Amazon Cloud offerings to see how they might benefit CRFR.

IT Director Gredig continued working on changing the data backup solution to more of a cloud-based system with more automation.

IT Director Gredig has been working on the proposed Annual Report.

IT Director Gredig worked with Administrative Director Tillman, Intuit, and a consulting company to downgrade QuickBooks from "Enterprise" to "Pro".

IT Director Gredig said CMC in Leadville is starting up their Advanced Studies fir GIS class this Spring and will be using Staff's proposal for a map layer that would enable the Wildland Division to map each parcel/residence in the District for Wildfire Risk Potential.

IT Director Gredig discussed the January summary call report. He said EMS calls were up 5.9% and 911 call volume was up by 10.6%. He also introduced the station Calls by day data sheet.

Administrative Director Tillman:

Administrative Director Tillman worked with legal counsel on the Self-Nomination form, Call for Nominations, and Polling Place Election Resolution. She and IT Director Gredig published the Call for Nominations Notice with the Post Independent/Rifle Citizen Telegram. Administrative Director Tillman worked with Gran Farnum Printing for ballot pricing options, order deadline, and cost estimates.

Administrative Director Tillman worked on the 2022 Budget. She sent 2022 Certification of Tax Levies to the Board of County Commissioners and the County Assessor and uploaded to the DOLA local government filing portal.

Administrative Director Tillman worked on 2021 Workers' Compensation audit with Pinnacol Assurance auditor, worked with Gembok Consulting on QB upgrade, updated account numbers, and processed 2021 vendor 1099's.

Administrative Director Tillman mentioned she was selected to attend the S-520 Advanced Incident Management class at NAFRI in Tucson, AZ January 17-24.

Administrative Director Tillman added the Wildland Division recruitment posting for 2022 seasonal firefighters to Indeed.

Administrative Director Tillman will co-teach the Fire Emergency Services Administration FESA 467 Integrated Management Simulation course with former Chief Randy Callahan at CSU during spring 2022 semester.

Administrative Director Tillman processed various HR matters and worked with Fire Chief Sackett on personnel matters.

Administrative Director Tillman participated in Chief Staff conference calls/meetings.

Administrative Director Tillman reviewed timesheets and processed payrolls for the prior month.

Administrative Director Tillman uploaded pension contributions reports and submitted payment to FPPA & PERA.

Administrative Director Tillman processed employee insurance coverage changes with CEBT and AFLAC.

Administrative Director Tillman amended PTE & FTE members as necessary to FPPA/PERA pension plans and terminated any former members.

Administrative Director Tillman reconciled numerous bank/fund accounts and prepared monthly financials.

Administrative Director Tillman prepared Board meeting agenda and packets for monthly meeting and distributed to Board.

GOOD NEWS & DEPARTMENT ACCOMPLISHMENTS:

Fire Chief Sackett congratulated Lt. Churchill for being an inspired officer. He also recognized Administrative Director Tillman for attending the S5-20 class and begin two out of six groups that passed the class.

BOARD MEMBER COMMENTS:

Vice President Weisbrod thanked everyone for their hard work and dedication to the department.

Secretary Marantino congratulated Administrative Director Tillman and thanked everyone for their hard work and mentioned the spark that it is still burning in the department.

Treasurer Haderlie said she is grateful for all the hard work and proud of the progress the department has made in the last four years.

Chairman Lambert thanked everyone and made a special request for CRFR to attend the Easter egg hunt at Deer Field and to bring a fire truck for all the kids.

ADJOURNMENT:

There being no other business to come before the Board, Chairperson Lambert adjourned the meeting at 8:15 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: 3/8/2022



Date: 8 May 22

