

**RECORD OF PROCEEDINGS FOR THE  
COLORADO RIVER FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS  
JANUARY 12, 2021  
STATION 41, 1850 RAILROAD AVENUE, RIFLE, CO 81650**

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  
Paige Haderlie, Treasurer  
Addy Marantino, Secretary  
Levy Burris, Director

**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  
Alizah Garay, Administrative Assistant  
Dino Ross, Legal Counsel for the District

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

None.

**CONSENT AGENDA:**

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

**PUBLIC COMMENT:**

None.

**LEGAL COUNSEL UPDATE:**

Attorney Ross stated that legal counsel assisted Chief Staff with guidelines in adopting the new Healthy Families and Workplaces Act. Attorney Ross stated that the act

mandates employers to provide emergency paid sick leave during a pandemic as well as other long-term obligations on other certain leaves. Attorney Ross further explained the legislation contained in Resolution No. 2021-01-02.

Attorney Ross stated that the Board will also be asked to consider whether to pursue a possible antenna site lease proposal by L3 Harris. He stated that he just went through the negotiations on a similar proposal from L3 Harris with Grand Valley Fire Protection District.

Attorney Ross stated that the Colorado General Assembly is intending to convene briefly to handle COVID-19 legislative matters and then recess. At this time, it is unclear what, if any, other legislative matters will be addressed this legislative session.

#### **FIRE CHIEF REPORT:**

Fire Chief Sackett stated that this month's Board packet includes new business items of (1) Approval of 2021 Meeting Dates, Meeting Locations, and Designated Posting Locations (Resolution No. 2021-01-01) and (2) L3 Harris Communications Proposal, and (3) Policy Manual Update. He stated that old business items include (1) Strategic Plan Update and (2) Revenue Options Update.

Fire Chief Sackett stated that, as the District enters 2021, Chief Staff is committed to future funding, staffing, and professional development. Fire Chief Sackett stated that Chief Staff has reached out to Paul Hanley to possibly use his services again with strategic communications. Fire Chief Sackett stated that there will be a proposal presented to the Board in February.

Fire Chief Sackett stated that Administrative Assistant Garay is resigning from the District. He stated that Chief Staff is working on an offer that would allow Administrative Assistant Garay to work virtually on a part time basis. Fire Chief Sackett stated that another line firefighter has resigned and will be taking another position with a different department. He stated that a new hiring list is underway. Fire Chief Sackett stated that the District's volunteer and part-time program has grown.

Fire Chief Sackett stated that the District has been busy over the last two weeks. Fire Chief Sackett stated that the crews responded to six building/structure fires from December 17th through the 31st. He commended the crews for doing a fantastic job.

#### **NEW BUSINESS/ACTION ITEM REQUESTS:**

**a. Fire Chief/Operations/Administration: Approval of 2021 Meeting Dates and Locations (Resolution No. 2021-01-01)**

Fire Chief Sackett stated that legal counsel helped put together Resolution No. 2021-01-01. He stated that this Resolution approves the Board meeting schedule for 2021 and designates the posting locations for notices of the Board meetings.

The Board discussed the importance of holding some of the Board meetings at the stations in Silt and New Castle throughout the year.

Director Burris made a motion to approve Resolution No. 2021-01-01. Vice President Weisbrod seconded the motion. The motion passed unanimously.

**b. Fire Chief/Administration: Review and Consideration of L3 Harris Communication Proposal**

Fire Chief Sackett stated that L3 Harris is looking to expand their communication capabilities and has proposed a plan to place air traffic surveillance equipment (i.e., a microwave dish antenna) at Station 61.

IT Director Gredig explained why the location of Station 61 was more suitable for the infrastructure of the equipment than at Station 41. He stated that this helps the FAA expand their surveillance of aircrafts, improving the safety of the airspace in that region of Colorado. IT Director Gredig stated that L3 Harris would like to start this project by June 1, 2021. He stated that their proposal consists of a payment of \$550 a month to utilize the backroom of Station 61 and place the microwave dish on the exterior of the station. IT Director Gredig stated that the District would incur a net income of about \$7,000 annually. IT Director Gredig stated that L3 Harris is also working with Grand Valley Fire Protection District on this matter.

Attorney Ross stated that he represents Grand Valley Fire Protection District as well. He stated that the L3 Harris has provided the same proposal to them and he assumes it is going to be the same contract. Attorney Ross stated that one of the things the District wants to make sure of is the establishment of security protocols and safety measures with the development and usage of communications equipment.

Fire Chief Sackett asked the Board if this proposal made by L3 Harris is something the Board would like to pursue.

Treasurer Haderlie asked if a proposed contract with L3 Harris would cover the District's legal fees for review and any negotiations.

Attorney Ross stated that the amount of the legal fees is unknown until he has a chance to review the proposed contract. IT Director Gredig stated that the proposal has five years' negotiation rates. He stated that there are some electrical concerns with Station 61; however, L3 Harris has agreed to upgrade the power capabilities at Station 61 at their expense if needed.

The Board gave Chief Staff authorization to continue pursuing this proposal with L3 Harris and to come back with a contract for Board review.

**c. Fire Chief/Administration: Review and Consideration of Personnel Manual Addendums from Legal Counsel (Resolution No. 2021-01-02)**

Fire Chief Sackett stated that Chief Staff is presenting an addendum to the District's Personnel Manual to include the Healthy Families and Workplaces Act (HFWA S.B 20-205). Fire Chief Sackett stated that the Healthy Families and Workplaces Act requires employers to provide emergency paid sick leave during a pandemic.

Fire Chief Sackett stated that Chief Staff does not have the figures as to what this Act will cost the District. He stated that he plans on attending a workshop that delves deeper into the application of the Healthy Families and Workplaces Act.

Fire Chief Sackett stated that, with the supplemental PTO, the District must ensure that each employee has up to 80 hours of PTO available. He stated that full time employees, who regularly work 40 or more hours a week, will receive up to 80 hours of supplemental PTO. Employees who work less than 40 hours a week will receive up to the greater of the average number of hours the employee works over 2 weeks or the amount of time the employee is scheduled to work over a 2-week period.

Further discussion ensued. The Board decided to table this discussion and continue it at the Board meeting in February.

**OLD BUSINESS/ACTION ITEM REQUESTS:**

**a. Fire Chief/Operations Division/Administration: Strategic Plan Update**

Fire Chief Sackett reviewed the District's 2019-2024 Strategic Plan update. He stated that while there are no huge growths, the District is slowly accomplishing objectives.

Fire Chief Sackett stated that the District has made improvements with Strategic Goal 6, which promotes a highly motivated and well-trained workforce. He stated that over the last two years, the District has continued to work on employee development with 360 evaluations, disc evaluations, multi-year plans for officers, wage increases, and training/succession planning.

President Lambert asked when Chief Staff plans on reviewing and updating the Strategic Plan.

Fire Chief Sackett stated that sometime in the first quarter of the year. He stated that he would send out a doodle poll to see what dates and times would work for Chief Staff and the Board.

**b. Fire Chief/Administration: Discussion - Possible Revenue Options**

**EXECUTIVE SESSION:**

Vice President Weisbrod made a motion to enter Executive Session to receive legal advice of legal counsel on possible funding options pursuant to CRS 24-6-402(4)(b). Secretary Marantino 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 7:36 pm.

The Board adjourned executive session at pm.

**DIVISION INFORMATIONAL MEMORANDUM:**

**Wildland/Operations Division Chief Pigati:**

Wildland/Operations Division Chief Pigati stated that he has been working on standard operating guidelines (SOGs) and standard operating procedures (SOPs). He stated that he has been working with Chief Staff to update the internal hiring list for a firefighter position. Wildland/Operations Division Chief Pigati stated that he has been collaborating with the Apparatus Committee on putting together a list of apparatus to possibly sell. He stated that the District was awarded three mobile BK's and five handheld BK's from the BLM.

**EMS/Training Division Chief Van Slyke:**

EMS/Training Division Chief Van Slyke congratulated Ian Fradl, John Bennett, and Zach Niccoli on their full-time promotions. He also congratulated Levi McKee

and Ken McCracken on the completion of their ALS taskbooks. He stated that Kevin Carlson also completed his Lieutenant taskbook.

EMS/Training Division Chief Van Slyke stated that the Grand River Hospital has been a huge help over the last few weeks. He stated that all the employees that have requested a COVID vaccine has received one. He stated that about 30% of the District has been vaccinated.

EMS/Training Division Chief Van Slyke stated that he has been working with Dr. Knight, IT Director Gredig, and the CQI Group to develop a data-driven approach to the EMS Quality Management Program.

**Prevention Division Chief Moon:**

Prevention Division Chief Moon stated that the next new building project has started. He stated that he has not received the plans for the Animal Care Center yet. Prevention Division Chief Moon stated that the District had some structure fires in the last part of November; one fire started in a shed and another fire started in a house in Silt. He stated that both fires were nature caused. He stated that the District had another fire on Divide Creek Road. He said the crews have been doing a great job tending to the fires.

Prevention Division Chief Moon stated that the water leak at Station 61 has been fixed. He thanked the crews for making it work without water for three days while the leak was being fixed.

Prevention Division Chief Moon stated that the self-contained breathing apparatus (SCBAs) are in and are getting labeled and numbered.

Prevention Division Chief Moon stated that there was an ambulance accident last month and the front axle repairs should be completed tomorrow. He stated that the ambulance should be back in service in the next week or two.

**IT Director Gredig:**

IT Director Gredig stated that he has been working with Ting/Cedar Networks to determine whether the District may have had any intrusions in the District's network based upon concerns with recent hacks of government systems as well as some internal concerns.

IT Director Gredig reviewed a December 2020 vs. 2019 Summary Report with the Board.

**Administrative Director Tillman:**

Fire Chief Sackett stated that Administrative Director Tillman has taken some much-needed time off. He briefly reviewed Administrative Director Tillman's report to the Board. He stated that Administrative Director Tillman has been busy and has ensured all the District's year-end financials were processed in a timely manner. He stated that Operations/Wildland Division Chief Pigati and Administrative Director Tillman have also communicated with District personnel on their wage increases.

Administrative Assistant Garay thanked the District and the Board for the opportunity to work for the District. She stated that she greatly appreciates all the District has done and will miss everyone.

#### **GOOD NEWS & DEPARTMENT ACCOMPLISHMENTS:**

Fire Chief Sackett thanked Miner's Claim, Misty's Coffee Shop, and the Boebert family for their generous gifts during the holiday season. He stated that the District greatly appreciates the community support.

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

Treasurer Haderlie stated that there was a lot of great information presented. She stated that as the District wraps up 2020, there are many accomplishments to reflect on and she is truly amazed to see the progress. She congratulated Fire Chief Sackett on his advancement, and she thanked Administrative Assistant Garay for her time.

Secretary Marantino agreed with Treasurer Haderlie's comment. She stated that given the extreme amounts of stress and unknowns, she is very proud of the District.

Vice President Weisbrod agreed with the comments made by Treasurer Haderlie and Secretary Marantino.

Director Burris thanked the crews for their hard work and thanked Administrative Assistant Garay for her contributions.

President Lambert thanked the crews for their ongoing hard work. He stated that the District is moving forward, and he is amazed to see all the District has accomplished and continues to accomplish. He stated that the Awards Ceremony was incredible, and he wished everyone who wanted to attend could. He stated that he hopes ceremonies are more inclusive after COVID restrictions. President Lambert thanked everyone.

#### **ADJOURNMENT:**

There being no other business to come before the Board, Chairperson Lambert adjourned the meeting at 7:57 p.m.

**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: 2/9/21

Jay E. Bunn

Date: 2/9/21

Madeline

I hereby attest that the Executive Session, which was not recorded, constituted a privileged attorney-client communication.

Dino A. Ross  
Dino A. Ross, Attorney

I hereby attest that the Executive Session, which was not recorded, was confined to topics authorized for discussion in Executive Session pursuant to C.R.S 5 24-6-402(4)(b).

Alan Lambert 2/9/2021  
Alan Lambert, President