

RECORD OF PROCEEDINGS
FOR THE
COLORADO RIVER FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
MAY 15, 2018
STATION 41, 1850 RAILROAD AVENUE, RIFLE, CO

The regularly scheduled meeting was called to order by Secretary Weisbrod 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, Secretary/Acting Chairman
Alan Lambert, Director
Levy Burris, Director
Addy Marantino, Director
Paige Haderlie, Director

Others Present:

Rob Jones, Fire Chief
Leif Sackett, Operations Division Chief
Mike Scott, EMS Division Chief
Ortin Moon, Prevention 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
Drew Morse, Public Citizen
Allen Hughes, TransCare
Landon Churchill, CRFR FF/EMT-P
Bill Smith, CRFR Lieutenant
Sean Mello, Pension Board Member
Gene Robertson, CRFR Engineer
Josh Mosher, CRFR Wildland Senior Firefighter
Greg Garwood, CRFR Lieutenant
Estevan Sandoval, CRFR Part-time Employee
Jan Blewett, CRFR FF/EMT-B
Kevin Alvey, CRFR A-Shift Battalion Chief
Alizah Garay, CRFR Administrative Support Clerk
Jennifer Taylor, CRFR FF/EMT-P
Ryan Rose, CRFR FF/EMT-P
Levi McKee, TransCare
Rand McAllister, TransCare

ELECTION OF OFFICERS:

Director Burris made the motion to elect Director Weisbrod as President. Motion failed for lack of a second. Director Marantino made the motion to elect Alan Lambert as President. Director Haderlie seconded the motion. Director Weisbrod made the motion for Levy Burris as President. Motion failed for lack of a second. Director Weisbrod stated that Alan Lambert was elected as President by acclamation.

Alan Lambert assumed the duties of Chairman of the meeting. Director Haderlie made a motion to elect Director Marantino as Secretary. Director Burris seconded the motion. Director Weisbrod made to motion to elect Director Burris as Secretary. Motion failed for lack of a second. Chairman Lambert stated that Director Marantino was elected as Secretary by acclamation. Director Burris made the motion to elect Director Weisbrod as Vice President. Director Haderlie seconded the motion. Chairman Lambert stated that Director Weisbrod was elected Vice President by acclamation. Director Burris made a motion to elect Director Haderlie as the Treasurer. Director Marantino seconded the motion. There was discussion as to the roles of Treasurer and Assistant Treasurer. Attorney Ross talked about some of the duties and what has been performed historically. Director Haderlie accepted the nomination. President Lambert stated that Director Haderlie was elected the Treasurer by acclamation. Director Burris made the motion to combine the Secretary and Assistant Treasurer duties. Director Haderlie seconded the motion. Motion passed.

ADDITIONS/DELETIONS/CHANGES TO THE AGENDA:

Attorney Ross stated the Board had received a letter from the Colorado River Firefighters Association. He has legal advice that he feels the Board needs to receive to explain the different options on how the Board should address that either tonight or at subsequent meetings. The advice would normally be given in executive session; however, the Board does not have to go into executive if it desires not to.

EXECUTIVE SESSION:

Director Burris made a motion 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. Secretary Marantino asked if the advice Attorney Ross was going to give could be shared with the public or was it just for the Board. Attorney Ross said it was just for the Board as it was attorney/client privilege. 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 7:17 p.m.

The Board came out of Executive Session at 8:17 p.m. Chairman Lambert called for a brief recess. Chairman Lambert reconvened the meeting at 8:20. Upon resuming, Chairman Lambert asked to add three new items to New Business. The first being a Work Session to discuss a potential mill levy increase election. Secondly, he would like to add a study session to look at the financial situation of the District. Lastly, he would like to add establishment a Personnel Committee to evaluate the leadership of the Fire Chief in accordance with Section 10

of the Personnel Manual. Secretary Marantino made the motion to amend the agenda. Vice President Weisbrod seconded the motion. Motion passed.

Director Burris had to excuse himself from the Board meeting at 8:22 p.m.

CONSENT AGENDA:

Approval of Minutes: April 10, 2018 meeting
Accounts Payable from April 1-30, 2018
April Financials

Vice President Weisbrod made a motion to approve the consent agenda. President Lambert seconded the motion. Motion carried.

PUBLIC COMMENT:

None.

LEGAL COUNSEL:

Attorney Ross handed out an updated Legislative Tracker that his firm prepares each session of the Colorado Legislature to track the progress of bills that may impact fire departments. Attorney Ross briefly discussed with the Board to bills that have been introduced very late in the legislative session.

President Lambert asked about HB18-1039 which moves the biannual special district Director election to odd years starting in 2023. Attorney Ross stated that the purpose of the legislation was to enable County Clerks to greater assist special districts with their biannual Director elections. Attorney Ross also discussed a bill that would expand the scope of eligible electors who can vote in the biennial Director elections to include out of state property owners who are not registered to vote in Colorado. He said that, while the Special District Association (SDA) and Colorado State Fire Chiefs are opposed to the bill, SDA believes the bill will be enacted and has attempted to lessen its impact by modifying the bill to require a special district to actively opt into the bill before it applies.

Attorney Ross stated that he and associate attorney Matt Court assisted Chief Staff in making changes to the Lexipol MOU that the Board will be considering later tonight.

STAFF REPORTS:

FIRE CHIEF ROB JONES:

Chief Jones said congratulations to the new Board members. He talked about the new process of the Board meetings. He asked if they preferred the electronic presentation or would they like to go back to a paper version. Secretary Marantino and Vice President Weisbrod said that they prefer them electronically. Treasurer Haderlie said that she was fine to print her own. Secretary Marantino said that there was some prior discussion about receiving the packets further in advance of the meetings. She said that she would like to receive them at least a week prior to

the Board meeting. Fire Chief Jones talked about the desire to have any questions from the Board by Monday morning so that he and Chief Staff have time to gather any information that is needed. Secretary Marantino said that would be fine and reasonable. Financial Manager Tillman said that if reports are due a week ahead of time, then she would not have time to complete the bank reconciliation and receive the LifeQuest reports, which are received on the 7th of each month. Vice President Weisbrod asked the Board if they are satisfied with receiving the information in two parts. Secretary Marantino said that she is fine with it. Treasurer Haderlie expressed concern that not everyone might receive all emails and she would prefer having a shorter period of time to review the report, but to have a complete set of reports to review so that everyone is on the same page. The consensus of the Board was that Chief Staff would continue to send out Board packets on Thursday of the week before the meeting.

Treasurer Haderlie asked about the statement that Chief Jones is continuing to work on updating job descriptions. She asked if there is a deadline for that project. Chief Jones said that no, there is not a job description deadline. He said that the District is working with Attorney Ross' partner, Michelle Ferguson, to complete that project. He said that it would take months. Treasurer Haderlie said that her concern is that if there is not a set deadline, then it tends to get pushed back. She suggested having a deadline. Chief Jones said that he will work on getting a timeline.

OPERATIONS DIVISION CHIEF SACKETT:

Division Chief Sackett had to leave the meeting due to another incident. Treasurer Haderlie asked about the substantial increase of numbers in IFT calls compared to 2017. Fire Chief Jones said that the District was asked by the hospitals to take on more interfacility transports. Treasurer Haderlie asked when the District was asked to do that. Fire Chief Jones said it was June of last year.

TRAINING DIVISION CHIEF CLARK:

Division Chief Clark asked if the Board had any questions. There were no questions on his report.

PREVENTION DIVISION CHIEF MOON:

Division Chief Moon discussed the Wildfire Preparedness event for the upcoming weekend. President Lambert asked if the District had advertising. Division Chief Moon said that it has been in the newspaper and on Facebook. He said that the radio spot was scheduled to be replayed also.

Treasurer Haderlie asked about Mike Kelly handling the SCBAs. Division Chief Moon said that previously the responsibility was passed around to whomever could do it at the time. Now Mike Kelley is in charge of the program.

EMS DIVISION CHIEF SCOTT:

Division Chief Scott said he did not have any action items. Treasurer Haderlie had a suggestion for Division Chief Scott. His report needed more detail. There were a lot of abbreviations and acronyms, and it would be helpful for it to be in plain English. She also asked who is on the IFT Committee. Division Chief Scott said that Chief Staff has left that up to the Battalion Chiefs and they will include two line personnel from each shift. Secretary Marantino

asked what the objective was for that committee. Division Chief Scott said that they need a voice from the line personnel about any concerns they have with the IFT Program. Treasurer Haderlie asked if Division Chief Scott will be providing those committee updates as part of the Board report. Division Chief Scott said he will provide updates as part of his report.

WILDLAND DIVISION CHIEF PIGATI:

Division Chief Pigati apologized in advance that his report is also in a very abbreviated format and said he will make his report better. President Lambert asked Division Chief Pigati to talk about his first deployment. Division Chief Pigati said that the District sent two Type 6 Engines and a Tender to Baca County for a short deployment to assist with a wildland fire. He said that the crew were the last to arrive, worked hard and did very well. He said that he sees very positive things happening and knows that the District hired the right people to represent the District.

IT DIRECTOR GREDIG:

IT Director Gredig did not have any updates to his report. President Lambert asked how the email is working. IT Director Gredig said that he is working on getting the previous emails back from storage after the server crashed. Vice President Weisbrod asked what the timeline is for that. IT Director Gredig said that it is delayed as he is working on patient care report submissions, but hopefully next week.

FINANCIAL MANAGER PJ TILLMAN:

Financial Manager Tillman asked if the Board had any questions. There were no questions on her report.

ADMINISTRATIVE ASSISTANT ASHLEIGH O'LEARY:

Administrative Assistant O'Leary said the only update that she had to her report is to see if Vice President Weisbrod or Director Burris would be willing to sit on the Canvas Board to certify election results. She said that the District's Designated Election Official, Sue Blair with Community Resource Services, Financial Manager Tillman and one Board member who was not elected at the previous election would perform the duties of the Canvas Board. Vice President Weisbrod volunteered to serve on the Canvas Board. Administrative Assistant O'Leary said that she would get with him to set up a date and time. Administrative Assistant O'Leary said that June 1, 2018, would be her last day with the District. President Lambert said "thank you" for a job well done as she moves on to Community Hospital in Grand Junction. Fire Chief Jones said he would like to publicly say "thank you" for everything that she has done. It has been a rollercoaster the past year and he just wanted to say "thank you". Financial Manager Tillman said that everyone appreciates everything that she has done. A round of applause was given.

NEW BUSINESS:

Training Consortium Lexipol MOU: Division Chief Clark talked about the Training Consortium and how it operates. He said that it will assist in presenting training standards. Attorney Ross discussed the legal aspects of the proposed MOU with Lexipol. Treasurer Haderlie asked what happens if down the road an agency does not want to participate, is the District responsible for paying Lexipol? Attorney Ross said that the costs it would be reallocated

among the agencies. Division Chief Clark said that it is per person. Vice President Weisbrod said that this is for the SOGs and SOPs. The Training Consortium is separate. Division Chief Clark said that this is to build the training program. Vice President Weisbrod said this takes it a step farther to get a standard program. Treasurer Haderlie asked if Lexipol is the only way to accomplish this. Division Chief Clark said that there may be other ways, but Lexipol focuses on fire and police. The standards are already written. Lexipol also pays attention to state mandates that keep the agencies out of trouble. Treasurer Haderlie asked if she was reading Section 1 correctly and that there is a two year commitment. Attorney Ross said that Lexipol is committing to 2 years of pricing, but the District can get terminate its participation with 30 days notice. Vice President Weisbrod made the motion to approve the MOU with Lexipol and authorizing Chief Staff to enter into the agreement. President Lambert seconded the motion. Treasurer Haderlie asked if this was a budgeted item. Fire Chief Jones said that it was and would come out of the training budget. Motion passed.

Work session for discussion for possible mill levy increase: President Lambert said the Board needs to consider whether to put a request for a mill levy increase and/or de-Gallagherizing on the ballot for the November 2018 election. Secretary Marantino made the motion to hold a work session on these issues. Vice President Weisbrod seconded the motion. Motion passed. Secretary Marantino asked if the Board can ask for a time frame for setting the study session. Attorney Ross said that it could be put into the motion. Secretary Marantino made a motion to schedule the study session within the next two weeks. Treasurer Haderlie seconded that motion. Motion passed.

Establish a personnel committee to review Fire Chief leadership concerns pursuant to Section 10 of the Personnel Manual: Attorney Ross said that there would need to be a two person committee. President Lambert made the motion for Vice President Weisbrod and Secretary Marantino to serve on the committee. Vice President Weisbrod seconded the motion. President Lambert added that the Board did this so that there would be one previous Board member and one new Board member, along with one male and one female. Motion passed.

Strategic Planning: Fire Chief Jones talked about the process that was performed. He suggested that the Board set a time frame and he will send out a doodle poll. Vice President Weisbrod discussed what has happened to this point. President Lambert asked if it can be done in a weekend. Vice President Weisbrod said that the Board had talked about breaking it up into smaller components. Fire Chief Jones said that the Board should set the priorities and move forward. Vice President Weisbrod said that the Board has not done a strategic planning session in three years. Treasurer Haderlie asked if an annual audit has been done. Financial Manager Tillman said that they are available on the DOLA website. Attorney Ross said that, by law, the draft audit report has to be submitted to the District June 30 and the final approved audit report must be filed with the State Auditor by July 31. Secretary Marantino made a motion for Chief Staff to establish a strategic planning session by mid-July. Seconded by Vice President Weisbrod. Motion passed.

OLD BUSINESS:

None.

BOARD MEMBER COMMENTS:

Vice President Weisbrod said that it was nice to see people in the audience. Their voice is heard just by their presence. Thank you to Ashleigh. Welcome to new Board members. He is glad that they are here.

Treasurer Haderlie said it was great to see people here. It is great to be on the Board. It will be good to see what the next four years bring and will give it a good go.

Secretary Marantino said thank you to the previous Board. Thank you to Ashleigh.

President Lambert said thank you to Ashleigh for everything she has done. Thank you to the Board for allowing him to serve. To the audience, you have been heard. Thank you for being here.

There being no other business to come before the Board, Chairman Lambert adjourned the meeting at 9:25 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: 6/12/2018

Alan M. Lambert

Date: 6/12/18

[Signature]

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

Dino Ross

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 M. Lambert

Alan Lambert, President