

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

AUGUST 8, 2023

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

The regularly scheduled meeting was called to order by Chairperson Lambert at 6:30 p.m.

ROLL CALL:

Board Members Present:

Alan Lambert, President/ Chairperson

Dick Miller, Secretary

Adria Milton-Baker, Treasurer

Paige Haderlie, Director

Board Members Absent:

Addy Marantino, Vice President (Excused)

Others Present:

Leif Sackett, Fire Chief

Scott Van Slyke, EMS/Training Division Chief

Orrin Moon, Prevention Division Chief

John Gredig, IT Director

Dino Ross, Legal Counsel for the District

Eric Davis (Via Conference Call)

Bill Smith (Via Conference Call)

Secretary Miller made a motion to excuse Vice President Marantino from the meeting. Director Haderlie seconded the motion. The motion passed unanimously.

ADDITIONS/DELETIONS/CHANGES TO THE AGENDA:

None.

CONSENT AGENDA:

Secretary Miller made a motion to approve the Consent Agenda as presented. Treasurer Milton-Baker seconded the motion. The motion passed unanimously.

PUBLIC COMMENT:

None.

LEGAL COUNSEL UPDATE:

Attorney Ross stated that he worked with Chief Staff on a Lexipol contract. Attorney Ross asked if the Board would prefer to approve the contract subject to changes and any final negotiations between Chief Staff, Legal, and Lexipol, or to wait until the next meeting to have the final negotiated contract presented to the Board for approval. Attorney Ross briefly discussed the interplay between the Lexipol contract and the associated Sourcewell contract.

FIRE CHIEF REPORT:

Fire Chief Sackett reviewed his report with the Board and stated there are New Business Action Items to (a) review and consider an FMLD Grant Resolution, and (b) review the District's Annual Report. Fire Chief Sackett stated that there is an Old Business Item to (a) review and consider a Lexipol contract.

Fire Chief Sackett stated that Prevention Division Chief Moon will be going after another FMLD Mini Grant to get two more lift jacks for the District. Chief Staff would like to gather feedback from the Board on the format of the District's Annual Report that will be approved in October.

Fire Chief Sackett stated that over the last few weeks there have been many fires. There was a significant fire in the District at Elk Creek on Saturday. The District was fortunate that the Forest Service was able to have a helicopter and other resources attack the fire.

Fire Chief Sackett stated that Chief Staff is hesitant to go out of Stage I burn restrictions due to the forecasted drying trend over the next ten days. He stated that Chief Staff does not want to rescind the burn restrictions only to reinstate them one week later. Chief Staff will continue to monitor the fuel moisture and ERC (Energy Release Component) to help in the decision-making process.

Fire Chief Sackett stated that as the District moves into its yearly budget season, he would like to start conversations on what the Board's philosophy is regarding excess funding the District might receive. He stated that some other special district organizations in Garfield County may do a temporary tax credit based on valuation increases. Fire Chief Sackett stated that the District has been in deficit spending for so long and is in the process of trying to get caught up in the middle of an expanded inflation surge. He would like to see the Board put any "excess" tax revenue into reserves for future capital needs.

Fire Chief Sackett stated that the District had 72% of its membership complete the FOCUS Survey for a third time over the last six years. Chief Staff looks forward to getting the results back in the next few months. Once the results of the survey are received, Lieutenant Smith and Fire Chief Sackett will attend a FOCUS Camp to understand the results and review the results with the membership.

Fire Chief Sackett stated that he is very grateful for the District's membership and their resilience in serving the District's communities.

NEW BUSINESS/ACTION ITEMS:

a. Fire Chief/Prevention: Review and Consider FMLD Mini Grant Resolution

Fire Chief Sackett stated that, at the beginning of the year, Prevention Division Chief Moon prepared and submitted an application for a Federal Mineral Lease District (FMLD) grant for a set of lift jacks. Fire Chief Sackett stated that there were preliminary discussions with the City of Rifle to try to go after the FMLD grant for lift jacks as well.

Prevention Division Chief Moon stated that the City found other needs for the grant. So, the District will be going after another FMLD grant for an additional \$25,000 to purchase two apparatus lifts. A recent quote for the lift jacks was \$32,000. So the costs would increase with buying the second set of jacks. Prevention Division Chief Moon stated that, with an increase in costs involved, Chief Staff wanted to bring this to the Board for approval. Prevention Division Chief Moon stated that the lift jacks would be completely owned by the District and that the equipment would be used by both the District and the City. Board discussion ensued.

Fire Chief Sackett stated that the District did not budget for the second set of apparatus lift jacks. The District did budget \$70,000 to install a fence around Station 41, which will not occur in this year's budget. So, those funds would be used to offset the costs of the two additional lift jacks.

Director Haderlie stated that if the District is not successful in obtaining the Federal Mineral Lease Grant, the District would be going to the Board to provide that update and request the funds to completely purchase the lift jacks. Director Haderlie stated that if that were the case, she would like to know if Chief Staff would be communicating with the City of Rifle to see about jointly covering the costs of two new lift jacks.

Prevention Division Chief Moon and Fire Chief Sackett stated that Chief Staff would be communicating with the City of Rifle to see about jointly covering the costs of two new lift jacks.

Director Haderlie made a motion to approve Resolution No. 2023-08-01. Secretary Miller seconded the motion. The motion passed unanimously.

b. Fire Chief/IT/Administration: Review Draft Annual Report

Fire Chief Sackett stated that Chief Staff has put together a draft Annual Report for the Board's review and input. The draft Annual Report is not completed but Chief Staff would like to know if the Board likes the format and other components of the Report so far. IT Director Gredig has done a phenomenal job putting the Report together. Fire Chief Sackett is working on the Letter from the Chief section. Fire Chief Sackett reviewed components of the Report such as the District's yearly incident

calls, photos, and financials. Chief Staff will continue to work on the Annual Report and will provide it to the Board for review and adoption in October.

Fire Chief Sackett stated that once adopted, the Annual Report will be provided via online and social media. Fire Chief Sackett apologized for not having an Annual Report previously; however, Chief Staff will be providing an Annual Report due to the requirement from DOLA as well.

Further Board discussion ensued.

OLD BUSINESS/DISCUSSION ITEMS/FOLLOW-UP ITEMS:

a. Fire Chief/Operations/Administration: Review and Consider Lexipol Contract

Attorney Ross explained the changes he made to the Lexipol Contract with the Board. Attorney Ross discussed the reasons why certain sections were amended, including the terms of the contract, fees and invoicing, confidentiality, indemnification, and limitation on liability.

Fire Chief Sackett stated that the redlined Lexipol Contract has been sent to Lexipol for their review. The District has not received a counter-contract back, so Chief Staff wanted to know if the Board would like Chief Staff to continue negotiating the contract and bring it back to the Board or does the Board want to approve the Contract subject to final negotiations.

Further Board discussions ensued.

The consensus of the Board was to have the finalized Lexipol Contract presented to the Board next month for approval.

OPERATIONS/WILDLAND UPDATES:

Fire Chief Sackett stated that Operations/Wildland Division Chief Pigati and Administrative Director Tillman are deployed on the Low Line Fire with the Rocky Mountain CIM Team. Operations/Wildland Division Chief Pigati and EMS/Training Division Chief Van Slyke have been working on developing alternative ways to recruit new hires, develop new job descriptions, and create a Fire Academy for next year. Fire Chief Sackett stated that the new job descriptions are to help recruit interested applicants who have their EMT or Paramedic certifications while the District's 12-week Fire Academy will be used to help new hires obtain Fire I certifications.

Secretary Miller asked how many wildland seasonal employees the District has. Fire Chief Sackett stated that the District currently has 12 wildland seasonal employees, who will remain with the District until October.

EMS/TRAINING UPDATES:

Fire Chief Sackett stated that EMS/Training Division Chief Van Slyke is on the State's EMS Task Force and is in Lake City today. The District has completed the purchase of an ambulance chassis for the building of a new ambulance from the EMTS Grant.

Fire Chief Sackett stated that the District hosted the IAFC's Recruitment and Retention course.

Secretary Miller stated that he attended the Recruitment and Retention course, and he greatly enjoyed the experience.

PREVENTION/FLEET/FACILITIES UPDATES:

Prevention Division Chief Moon discussed the components of his monthly report. He stated that he, Fire Inspector Kurt Lundin, and District personnel spent a substantial amount of time at the Garfield County Fair to ensure the safety of the attendees. Prevention Division Chief Moon stated that He feels the Fair went really well. The District has three staff members who have been trained and certified in the District's successful Youth Firesetter Program. Prevention Division Chief Moon stated that there were two fires, one in Silt, CO, and the other in Rifle, CO, involving youth who admitted to starting the fires. Both teens have been through the program with success. Prevention Division Chief Moon stated that Community Risk Reduction Specialist Pina and the District crews have been swamped with events over the last month. Prevention Division Chief Moon provided an update on the Tractor Supply building and a new airplane hangar at the airport.

INFORMATION TECHNOLOGY/DATA UPDATES:

IT Director Gredig stated that he has been working with EMS/Training Division Chief Van Slyke and the EMS Committee on a couple of applications to improve EMS. IT Director Gredig stated that he has been working with Chief Staff on setting up a Quality Improvement Workshop from the Center for Public Safety Excellence in preparation for accreditation. There will be a class at Station 41 from November 14, 2023, through November 16, 2023.

IT Director Gredig reviewed the District's Monthly Performance Report for July 2023. He stated that the District's call volume for the year and for the month went up about 9% on 911 calls for the year and 5.2% overall.

ADMINISTRATION/FINANCE UPDATES:

Fire Chief Sackett stated that Administrative Director Tillman is currently deployed on the Lowline Fire in Gunnison, CO, with the Rocky Mountain Team I as a Financial Section Chief I.

DEPARTMENT GOOD NEWS:

Fire Chief Sackett reviewed an email from Kelly Thompson at Care Flight regarding a response from the District crews. Fire Chief Sackett thanked the District crews and Care Flight for their remarkable work on a cardiac arrest incident.

BOARD MEMBER COMMENTS:

Secretary Miller stated that he spent time in the District and has nothing but the highest regard for the District.

Treasurer Milton-Baker asked if there are any updates on the SDA conference and the upcoming Board meeting. Fire Chief Sackett stated that he will provide an update to Treasurer Milton-Baker on the SDA conference and the upcoming Board meeting.

President Lambert stated that it has been a tough fire season already and he encourages people to be careful when cutting weeds and to have fire safety measures nearby. He thanked everyone for their hard work.

ADJOURNMENT:

There being no other business to come before the Board, Chairperson Lambert adjourned the meeting at 7:44 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: 9-11-2023

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