

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

APRIL 12, 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

Absent:

Addy Marantino, Secretary (excused)

Others Present:

Leif Sackett, Fire 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 for the District

William Smith, Lieutenant

Sierra Carroll, Lieutenant

Absent:

Zach Pigati, Wildland/Operations Division Chief

ADDITIONS/DELETIONS/CHANGES TO THE AGENDA:

None.

CONSENT AGNEDA:

Director Burris made a motion to approve Consent Agenda items. Vice President Weisbrod seconded the motion. The motion unanimously passed.

PUBLIC COMMENT:

None.

LEGAL COUNSEL UPDATE:

Attorney Ross stated he helped chief staff on updating the Supplemental Resource Policy and Supplemental Resource Agreement. Attorney Abbott briefly reviewed the Legislative Tracker, including bills that have passed, upcoming bills, and bills that have been postponed indefinitely.

FIRE CHIEF REPORT:

Fire Chief Sackett introduced the new and old business action items.

Fire Chief Sackett stated that in 2019 the CRFR Board adopted the first ever strategic plan which was developed based on where CRFR was as a department at that time. Fire Chief Sackett said that Saturday's special Board meeting was very informative and showed that CRFR can do a better job of communicating the importance of CRFR's Mission, Values, and the goals of the strategic plan.

Fire Chief Sackett stated that CRFR is planning for 2023 strategic plan rewrite and is thankful for the community relations and the crews striving to fulfill CRFR's Mission on a daily basis.

NEW BUSINESS/ACTION ITEM REQUESTS:

- a. **Fire Chief/Operations/Administration: Review and consider approving updated Supplemental Resource Policy and Supplemental Resource Agreement**

Fire Chief Sackett stated that in 2018 the Board approved a supplemental resource policy and resource agreement, which were based on the laws in place at the time. Chief Sackett stated that with new laws have been enacted since then, including these that were developed in response to the COVID pandemic. Chief Staff has been reviewing previously approved policies and has found that CRFR needed to make some updates.

Chief Staff recommends that the Board adopt the updated Supplemental Resource Policy and the Supplemental Resource Agreement.

Director Burriss made a motion to approve the updated Supplemental Resource Policy and the Supplemental Resource Agreement as presented. Vice President Weisbrod seconded the motion. The motion passed unanimously.

b. Fire Chief/Prevention: Review and consider bids to replace asphalt at Station 61

Prevention Division Chief Moon stated that Station 61 east parking lot has developed large cracks in the asphalt and many areas have settled which are holding water and causing additional cracking in the lower area of the parking lot.

Prevention Division Chief Moon said the problem will only get worse and will cause the parking lot area to start pumping mud up into the lot which will eventually make the lot unusable for parking and training.

Prevention Division Chief Moon stated there are three options:

Option 1: Leave as is, no repair, no cost, potentially more expensive as time goes on.

Option 2: Repair the partial lot, remove old broken/cracked asphalt remove base of soft areas and repair with new base and new asphalt for proper drainage at the cost of \$39,043.00.

Option 3: Replace the entire lot by removing all asphalt, excavation of soft areas, replace excavated areas with road base and repave entire area of lot, at a cost of \$60,566.00

Prevention Division Chief Moon stated that Chief Staff recommends Option 2.

Board discussed the matter at length with Chief Staff.

Vice President Weisbrod made a motion to approve option 2, subject to negotiation of an appropriate contract by Director Weisbrod, Chief Sackett, Prevention Division

Chief Moon, and Attorney Ross. Director Burris seconded the motion. The motion passed unanimously.

OLD BUSINESS/ACTION ITEM REQUESTS:

None.

DIVISION INFORMATION MEMORANDUM:

Wildland/Operations Division Chief Pigati:

Fire Chief Sackett stated that Wildland/Operation Division Chief Pigati was absent.

EMS/Training Division Chief Van Slyke:

EMS/Training Division Chief Van Slyke stated that he attended the RETAC grant review for the ambulance grant and various external and internal meetings.

He also finalized the agreement with Dr. Nichols as the new medical director.

EMS/Training Division Chief Van Slyke stated that Chief Staff posted for a paramedic assessment center, which will decide who goes to paramedic school.

He stated the crews logged 867 hours of training.

He also continued to work with EMTAC to bring in RAMP Triage training to the county on April 18th and 19th.

EMS/Training Division Chief Van Slyke worked with IT Director Gredig to investigate options for new reporting software.

He also worked with area agencies on a county-wide active shooter drill that will be conducted at the end of June.

EMS/Training Division Chief Van Slyke congratulated Joel Asplund and Tyler McKinnon for obtaining their Fire Instructor 1 certifications and Ian Fradl and James Noah for obtaining their Firefighter 2 certifications.

EMS/Training Division Chief Van Slyke stated the burn tower repairs are complete.

EMS/Training Division Chief Van Slyke assisted Eagle County Joint Training Officer Association with a strategy and tactics class.

He also worked with Operation/Wildland Division Chief Pigati and IT Director Gredig on implementation of Guardian Tracking and worked with the Battalion Chiefs to identify a Training Liaison for each shift to help facilitate shift level training more effectively.

Prevention Division Chief Moon:

Prevention Division Chief Moon stated that he is still working with the City of Rifle on an overcrowding issue at 1733 Railroad Ave unit C and on the possible adoption of the IWUIC.

Prevention Division Chief Moon received and made comments to McCarron Ave building site for homes in Rifle and received final amended plat for Castle Valley Ranch for 85 single family-two stories dwellings in duplex and triplex configuration for the subdivision.

Prevention Division Chief Moon received word that Rifle will have three subdivisions to review and two new subdivisions coming in New Castle besides the one mentioned. He also received and made comments to the county on the North Hangs Gravel Pit located on the I-70 Frontage road to the East of Mamm Creek overpass.

Prevention Division Chief Moon stated he is still working with AES Peace Bear Ranch Solar Farm.

He met with FCI contractors who will be conducting a floor raising job at Castle Valley Elementary school starting in May.

Prevention Division Chief Moon completed inspections on 2 food trailers in Rifle last month and re-inspected RE-2 schools in Silt and New Castle.

Community Risk Reduction Specialist spoke to Seniors at the River Centre in New Castle, had a local family tour Station 41, gave out 5 smoke detectors to a family in need, gave out 1 smoke/CO detector to family in need, and taught CPR/First Aid to 8 adults.

Jerry Siefert worked on the Station 61 parking lot project, the Station 41 East fence project, and met with Jake Davis at Station 42 on some repair issues.

Fleet Mechanic Kasten has repaired plumbing issues in the apparatus while waiting on a fuel pump for Ambulance 42.

IT Director Gredig:

IT Director Gredig attended a class on data analysis and presentations.

He continued to work on Communications Plans with Wildland/Operations Division Chief Pigati and Fire Chief Sacket.

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

He also is working on the CRFR Annual Report.

IT Director Gredig continued working on streamlining the payroll process.

IT Director Gredig worked with EMS/Training Division Chief Van Slyke on getting data populated for new software we are using, as well as integrating the login to the software based on Microsoft logins and worked on Microsoft logins to support multi-factor authentication to better secure some of the systems.

IT Director Gredig continues to work with CMC- Leadville on the GIS project for the Wildland Division, work on setting up computers and other technology for the Wildland Division at Station 43 and started the streamline the payroll process.

IT Director Gredig worked on investigating new software for Fire and EMS reporting.

IT Director Gredig briefly went over the March summary report.

Administrative Director Tillman:

Administrative Director Tillman attended meetings with T. Charles Wilson and CEBT Pool reps regarding insurance rates and benefits for FY 2023, including workers comp experience mod rate. Administrative Director Tillman said the mod rate is expected to be .99 for 2023, a significant drop from the current 1.39 rate. CRFR received a \$24,106 dividend refund from Pinnacle Assurance for fiscal year 2021.

Administrative Director Tillman worked on multiple audits for fiscal year 2021, including the finalized 2021 worker's compensation audit with Pinnacle Assurance with an additional \$13,399 in premiums, which were primarily due to wildland deployments vs payroll estimates.

Administrative Director Tillman continued processing document requests for the audit of CRFR's financial statements and was selected for the CO EMS Supplemental Payment FY 2020-21 Audit, which every EMS provider must undergo every three years.

Administrative Director Tillman worked with IT Director Gredig to develop a new automated timesheets API to reduce time spent on the bi-weekly payroll process. She also reviewed timesheets and processed payrolls for the prior month.

Administrative Director Tillman attended virtually the meetings for Rocky Mountain IMT and Alaska IMT.

Administrative Director Tillman continued to work with Gembok Consulting on new account structure and updated journal entry templates.

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.

She uploaded pension contributions reports and submitted payment to FPPA and PERA.

She also processed employee insurance coverage changes with CEBT and AFLAC.

Administrative Director Tillman amended PTE and FTE members as necessary to FPPA/PERA pension plans and removed any former members from the plans.

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

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

GOOD NEWS & DEPARTMENT ACCOMPLISHMENTS:

Fire Chief Sackett stated that Maria ___ received a thank you note from River Senior Center. He stated that the pictures are from the Type 6 Engine deployed in Oklahoma and local fires to which the crews responded.

BOARD MEMBER COMMENTS:

Vice President Weisbrod apologized for not making it to the strategic planning session. He also apologized for his comments regarding the asphalt paving project made during the meeting; he hoped no one took it to heart. He stated that he is proud to be a part of CRFR and mentioned how far CRFR has come.

Director Burris stated that fire season has started. He also stated that he is appreciative of all the staff. He commended Treasurer Haderlie for her service on the Board.

Treasurer Haderlie stated that the last four years have been wonderful and she is thankful for the hard work that has been put in.

Chairman Lambert stated he is appreciative of Treasurer Haderlie and thanks her and Chief Staff for all that they do.

EXECUTIVE SESSION:

Director Burris made a motion to enter executive session to receive legal advice of legal counsel on personnel matter pursuant to CRS 24-6-402(4)(b). [redacted] 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 8:22 pm.

The Board adjourned executive session at 8:28 pm.

ADJOURNMENT:

There being no other business to come before the Board, Chairperson Lambert adjourned the meeting at 8:29 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: 5/10/22



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