

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

JUNE 13, 2023

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

The regularly scheduled meeting was called to order by acting Chairperson Marantino at 6:30 pm.

ROLL CALL:

Board Members Present:

Dick Miller, Director
Addy Marantino, Secretary/Acting Chairperson
Paige Haderlie, Director
Adria Milton-Baker, Director

Board Members Absent:

Alan Lambert, President (excused)

Others Present:

Leif Sackett, Fire Chief
Scott Van Slyke, EMS/Training Division Chief
Orrin Moon, Prevention Division Chief
John Gredig, IT Director
PJ Tillman, Administrative Director
Dino Ross, Legal Counsel for the District
Bill Smith, Lieutenant (Via Online)
Cody Lister (Via Online)

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

ADDITIONS/DELETIONS/CHANGES TO THE AGENDA:

Fire Chief Sackett stated that there will be a small adjustment made to the validation of the District's health and wellness measure.

PUBLIC HEARING ON SUPPLEMENTAL 2022 BUDGET:

Chairperson Marantino opened the Public Hearing. Attorney Ross certified for the record that Notice of the Public Hearing was published once in a newspaper of general circulation within the District and neither Chief Staff nor Legal Counsel have received any comments regarding the proposed Supplemental 2022 Budget. No members of the public were present who wished to provide comments on the proposed Supplemental 2022 Budget.

Fire Chief Sackett stated that State law requires an audit of the District's financial statement. The audit process entails reviewing all District expenditures and revenues for each fiscal year. The audit of the District's 2022 financial statements showed that the District's revenues for 2022 were over budgeted by \$1,132,860.00, primarily due to more wildland deployments than anticipated. On the expense side, more wildland deployments result in additional salaries and benefits that totaled to \$107,585 and reimbursable incident expenses that totaled to \$198,883. The net result is that the District was able to place \$683,000.00 into reserves going into fiscal year 2023.

Because revenues and expenditures exceeded the 2022 Budget adopted by the Board at the end of last, the Board is required to adopt a Supplemental 2022 Budget to appropriate the additional revenues and authorize the additional expenditures.

Attorney Ross stated that the Board typically adopts a supplemental budget every year as it is difficult to foresee what will happen during the fiscal year, including wildland deployments.

CONSENT AGENDA:

Director Miller made a motion to approve the Consent Agenda, including the previous Board meeting minutes, with the addition of Director Haderlie and Director Milton-Baker being present. Director Haderlie seconded the motion. The motion passed unanimously.

PUBLIC COMMENT:

None.

LEGAL COUNSEL UPDATE:

Attorney Ross stated that he assisted with the proposed Resolution adopting the Supplemental 2022 Budget that the Board will be asked to approve this evening. He also assisted Chief Staff in reviewing the validation report for the District's Health and Wellness Program. Attorney Ross stated that he had a discussion with an Assistant District Attorney that subpoenaed a District crew member to testify about an incident response. While the D.A. originally wanted the crew member to testify as an expert witness, he was able to convince the D.A. not to endorse the crew member as an expert witness; however, the D.A. informed him that her supervisor has made it a standing order that any emergency personnel that respond to an incident will be endorsed as an expert witness. This is a concern and will have to be addressed if the D.A.'s Office actually starts endorsing the emergency personnel as expert witnesses.

FIRE CHIEF REPORT:

Fire Chief Sackett reviewed his report with the Board and stated there was a New Business Action Item to (a) conduct the Election of Officers for the Board of Directors, (b) review and consider adopting the Supplemental 2022 Budget, (c) review and consider approval of a

purchase order for new tables and chairs for the Station 41 training room and (d) review and consider approving the validation of the District's Health and Wellness program. Fire Chief Sackett stated that there are no Old Business Items to consider.

Fire Chief Sackett stated that the District is in the process of finalizing the compensation study with CPS HR. He and Administrative Director Tillman reviewed all matching positions to make sure the District is in line with other fire districts on the western slope. The remaining part of the comparison addresses benefit packages offered by other fire districts in comparison to the District. Fire Chief Sackett stated that Chief Staff intends to present the results of the Compensation Study to the Board in August.

Fire Chief Sackett stated that Chief Staff would also like to update the District's current photos of District crew members, staff, and Board members at Station 41. He and Administrative Director Tillman met with an employee at Grand River Hospital, and she has agreed to take photos of District personnel on the mornings of June 23 and June 25, 2023.

Fire Chief Sackett stated that Directors Milton-Baker, Marantino, and Miller are signed up to attend the Special District Association (SDA) training with Director Tillman and Fire Chief Sackett on June 14, 2023. He stated that this training will cover many topics that affect special districts, including TABOR issues, District rights, and a review of the 2023 Legislative Session.

Fire Chief Sackett stated that, in the past, the District held a year-end Christmas party to celebrate past and present District members. Due to funding issues in the past, the District has not held a Christmas party since 2018. Chief Staff would like some guidance from the Board as to what they would like to pursue this year. Fire Chief Sackett stated that he prefers a more family-oriented Christmas party rather than an adults-only party that includes alcoholic beverages.

Further Board discussion ensued. The Board gave directions on gathering information on local food catering services, including the Elks Lodge.

Fire Chief Sackett asked the Board if they would consider changing the time Board meetings are held. The Board stated that the topic will be postponed until all Board members are present.

Fire Chief Sackett stated that, in closing, he is excited to work with the new Board members and to continue working with the current Board members.

NEW BUSINESS/ACTION ITEMS:

a. Fire Chief/Administration: Election of Officers

Attorney Ross explained the different ways that the Board officers can be elected. Board discussion ensued.

Director Haderlie moved to elect the following slate of officers: Alan Lambert as President, Addy Marantino as Vice President, Dick Miller as Secretary, and Adria Milton-Baker as Treasurer. Director Milton-Baker seconded the motion. The motion passed unanimously.

b. Fire Chief/Administration: Review and Consider Approval of Supplemental 2022 Budget (Resolution No. CRFPD 2023-06-01)

Fire Chief Sackett stated that for the reasons discussed earlier in the meeting, the Resolution is being presented to the Board for approval.

Secretary Miller made a motion to approve Resolution No. CRFPD 2023-06-01. Treasurer Milton-Baker seconded the motion. The motion passed unanimously.

c. Fire Chief/Training: Review and Consider Approval of PO for Station 41 Training Room Tables & Chairs

EMS/Training Division Chief Van Slyke stated that the District's table and chairs that are used at Station 41 for training purposes are worn and are ready for an upgrade. The District acquired the tables and chairs in 2005, and since the District conducts many training events with outside agencies, Chief Staff is proposing to upgrade the District's tables and chairs to have a better and more professional training environment. Replacement of Station 41's tables and chairs is included in this year's capital replacement budget. The total cost of replacement is \$24,800 for 20 tables and 50 chairs. Three quotes were obtained for both tables and chairs.

Director Haderlie made a motion to approve the Purchase Order SVS 20230607 for the purchase of 20 tables and 50 chairs, with the understanding that the amount could vary slightly due to a discount the District may be able to receive on the chairs. Treasurer Milton-Baker seconded the motion. The motion passed unanimously.

d. Fire Chief/Operations: Review and Consider Approving the Validation of the District's Health and Wellness Program

Fire Chief Sackett stated that the District has obtained validation of the Health and Wellness Program that Chief Staff is asking the Board to approve. Chief Staff is developing an SOP that will go with the program; however, Chief Staff would like more time to review the SOP with District membership before bringing it to the Board.

Operations/Wildland Division Chief Pigati reviewed the validation of the Colorado River Fire Protection Districts Health Related Job Performance Standards. He reviewed the various quarters, including the Work Capacity test, Physical Ability Test, Cardiopulmonary Exercise Testing, and Body Composition Analysis.

Fire Chief Sackett stated that the District's Health and Wellness Program has evolved over the last couple of years, and the District is looking forward to incorporating mental wellness measures into the District's Health and Wellness Program.

The Board and Chief Staff discussed current critical therapy measures that are in place for District members.

Secretary Miller made a motion to approve the validation of the District's Health and Wellness Program. Treasurer Milton-Baker seconded the motion. Further Board discussion ensued on the total cost of the validation. The motion passed unanimously.

OLD BUSINESS/DISCUSSION ITEMS/FOLLOW-UP ITEMS:

None.

OPERATIONS/WILDLAND UPDATES:

Operations/Wildland Chief Pigati reviewed the highlights of his monthly report. He stated that the District crews have been able to participate in end-of-year activities at elementary schools. The District crews did a phenomenal job assisting injured patients from an extrication accident in Rifle recently. He stated that the District received \$30,000 from the Last Call Foundation Grant. He is waiting to hear back on the progress of the Community Assistance Grant through the Bureau of Land Management.

Operations/Wildland Division Chief Pigati discussed the District's mitigation work in New Castle with the Board.

EMS/TRAINING UPDATES:

EMS/Training Division Chief Van Slyke reviewed the highlights of his monthly report. He congratulated Firefighter Cooney and Firefighter Billings for successfully completing the Paramedic Assessment Center and for their enrollment to attend Paramedic school in the fall. He congratulated Firefighter/Paramedic Stevens for completing his Fire Officer I certification and Firefighter Asplund for completing his Fire and Life Safety Educator certification. He congratulated Lieutenant Hill and Engineer Werner for running the District's Orientation Academy for new full-time members. He stated that they are doing a great job with instruction.

EMS/Training Division Chief Van Slyke answered some training questions from the Board.

PREVENTION/FLEET/FACILITIES UPDATES:

Prevention Division Chief Moon reviewed the highlights of his monthly report. He stated that there are many new things being built in the County. On the other side of New Castle,

on I-70, on the south side of the river, there is a new nutrient farm. He is reviewing many plans, including water line plans for a tourist attraction business.

Prevention Division Chief Moon stated that there will be a new commercial and residential subdivision across Castle Valley in the Town of New Castle. The Town will probably end up redeveloping one of their intersections with a roundabout.

Secretary Miller asked if there were communications with the property owners within “no-man’s land” that was discussed at a previous meeting.

Fire Chief Sackett stated that he and Chief Tillotson with Glenwood Springs Fire Department recently spoke and plan to send out letters to those residents very soon.

INFORMATION TECHNOLOGY/DATA UPDATES:

IT Director Gredig reviewed the highlights of his monthly report. He stated that he has been working with Operations/Wildland Chief Pigati on the mapping options for the Wildland Fire Collaborative. He reviewed the District’s call volumes for the month of May, noting the reclassification of lift assists from Service Calls to EMS calls.

ADMINISTRATION/FINANCE UPDATES:

Administrative Director Tillman reviewed the highlights of her monthly report. She stated she posted the Special Meeting Notice for the upcoming Strategic Planning Work Session on June 16, 2023. She attended the Division of Fire Prevention and Control’s (DFPC) Billing Regional training in Glenwood Springs and received updated information on billing procedures for wildland deployments. She completed onboarding for the District’s new hires, including Wildland’s supplemental resources.

DEPARTMENT GOOD NEWS:

Operations/Wildland Division Chief Pigati gave a PowerPoint presentation to the Board on the District’s recent mitigation project.

Fire Chief Sackett presented the District’s Good News/Recognition notes to the Board. He stated that the District crews recently rescued a gentleman who got stuck in a tree while trying to trim it. Fire Chief Sackett reviewed a news article highlighting a dump trailer the District utilizes, which was completely funded by the Western Colorado Community Foundation. He reviewed a beautiful painting Lieutenant Hill created that is now posted near Station 41’s workout area.

BOARD MEMBER COMMENTS:

Director Haderlie stated that she is excited to be back and has seen positive change over the year.

Treasurer Milton-Baker stated that she was on the Board years ago, and she is amazed to see all that the District has accomplished. She feels privileged to be a current Board member and will do what she can to support the District.

Secretary Miller stated that he lives in the area and wants to bring in the flowers that he grows to the District stations. He mentioned the exciting news of the District's Recruitment and Retention Workshop coming up. Being on the Board has been a fun experience.

Vice President Marantino thanked everyone for their hard work and feels all the positive change has been refreshing.

ADJOURNMENT:

There being no other business to come before the Board, Chairperson Marantino adjourned the meeting at 7:46 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: 7/11/2023



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