

**RECORD OF PROCEEDINGS FOR THE
COLORADO RIVER FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
NOVEMBER 12, 2024
STATION 41, 1850 RAILROAD AVE., RIFLE, CO 81650**

Chairperson Lambert called the regularly scheduled meeting to order at 7:01 p.m.

ROLL CALL:

Board Members Present:

Alan Lambert, President
Addy Bristol, Vice President
Dick Miller, Secretary
Adria Milton-Baker, Treasurer
Paige Haderlie, Director (Via conference call)

Others Present:

Leif Sackett, Fire Chief
Zach Pigati, Operations/Wildland Division 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 (Via Conference Call)
Bill Smith, Lieutenant (Via Conference Call)
Tyson Tell, Firefighter/EMT (Via Conference Call)
Jonathan Baker, Lieutenant/EMT (Via Conference Call)
Chris MacGregor, Firefighter/Paramedic (Via Conference Call)
Grant Stewart, Firefighter (Via Conference Call)
Eric Davis, Facilities Manager (Via Conference Call)
Kortnie Valencia, Administrative Support Assistant

ADDITIONS/DELETIONS/CHANGES TO THE AGENDA:

Attorney Ross requested adding under New Business: Action Item D – Review and approve of the Affiliation Agreements with FPPA for the Rifle Fire Protection District and the Burning Mountains Fire Protection District Volunteer Firefighter Pension Funds.

CONSENT AGENDA:

A motion was made by Secretary Miller to approve the consent agenda, which was seconded by Treasurer Baker and passed unanimously.

PUBLIC COMMENTS:

None.

LEGAL COUNSEL UPDATE:

Attorney Ross reviewed the Haynie & Company engagement letter to perform the 2024 audit, which remains unchanged from previous years. He also provided an update on the revised CQI management agreement with Girard and Associates. The revisions align the agreement with both state quality management statutes and emergency care provider regulations. Attorney Ross also mentioned ongoing legislative efforts by the Colorado State Fire Chiefs Legislative Committee, with more details expected after the new year when bills are introduced into the 2024 Legislative Session.

FIRE CHIEF REPORT:

Chief Sackett covered several updates, including approval of the 2024 audit engagement letter, a management agreement with Girard and Associates, and the purchase of new radios. The Station 61 renovation is also under review, and the Nexus study for impact fees is set to finish by year-end, with full implementation taking 4-6 months. The District received an unexpected \$44,000 dividend from its insurance carrier due to improved claim performance. Chief Sackett stated that he attended the Colorado State Fire Chiefs' annual Leadership Conference. He highlighted positive community engagement during Fire Prevention Week with preschool tours at the fire station.

NEW BUSINESS/ACTION ITEMS:

a. Fire Chief/Administration: Review and Consider Acceptance of 2024 Financial Audit Engagement Letter – Haynie & Company CPA Firm

Secretary Miller moved to approve the 2024 Financial Audit Engagement Letter from Haynie & Company. Vice President Bristol seconded the motion, and it passed unanimously.

b. Fire Chief/EMS/Operations: Review and Consider Approval of CQI Management Agreement with Girard and Associates Inc.

EMS/Training Division Chief Van Slyke discussed the ongoing challenges with the District's Continuous Quality Improvement (CQI) program. Due to increasing demands on staff time, especially among paramedics and lieutenants, there has been less engagement and activity in the program. To address this, Chief Staff is considering outsourcing the program to an external company, Emergency Medical Services Quality Management. This would provide unbiased, expert evaluation of all EMS calls, freeing up staff and providing valuable data for decision-making and training. The annual cost of the service is \$24,900, covering a

complete review of every EMS call run by the District. Following discussion, the consensus of the Board was to continue this matter to the December Board meeting for further consideration.

c. Fire Chief/IT Director: Review and Consider Approval of PO for the Purchase of New Radios

IT Director Gredig discussed the need to replace aging radio equipment. The current radios are over 10 years old. Director Greg presented options, including purchasing 10 new Motorola radios at a cost not to exceed \$29,000, which would also include additional accessories and batteries. The radios would be compatible with existing equipment, ensuring consistency in the fleet. Following discussion, Vice President Bristol moved to approve the PO for the purchase of the Radios. Secretary Miller seconded the motion, and it passed unanimously.

d. Fire Chief/Administration: To Review Approve FPPA Volunteer Affiliation Agreements for the Rifle Fire Protection District Pension Fund and the Burning Mountain Fire Protection District Pension Fund

Vice President Bristol moved to approve the Affiliation Agreement for both the Colorado River Fire Protection District Volunteer Firefighter Pension Fund and the Burning Mountain Fire Protection District Volunteer Firefighter Pension Fund. Treasurer Baker Miller seconded the motion, and it passed unanimously.

OLD BUSINESS/DISCUSSION ITEMS/FOLLOW-UP ITEMS:

a. Fire Chief/Administration/Prevention: Review and Consider Wember Independent Contractor Agreement and Station 61 Renovation Project Update

The Station 61 renovation project has seen significant progress over the past month. A key update was the confirmation from the Town of Silt that 7th Street will remain closed, which will require the fire station to adjust its response route to Hwy. 6. Discussions with Wember & Associates and the State of Colorado indicated that emergency vehicle access to Hwy. 6 will be allowed, though it is unclear if a traffic light will be needed. Contractually, the concept plans that would be prepared by Wember could not be used as construction blueprints, but they will guide further design and cost estimates. Multiple contractors in Western Colorado are being considered for the project. Following discussion, Vice President Bristol moved to approve the feasibility study by Wember for \$23,000, with Secretary Miller seconding the motion. The motion passed unanimously.

OPERATIONS/WILDLAND UPDATES:

Operations/Wildland Division Chief Pigati provided an update on the recent hose testing. The two-and-a-half-inch hoses approved previously have all been tested and are now in

service. He thanked Engineer Lister for coordinating the testing process, which was successfully completed despite a heavy workload. One section of the hose failed the test, but since it is a new piece, it will be sent back for replacement.

EMS/TRAINING UPDATES:

EMS/Training Division Chief Van Slyke provided an update on staffing and training. Congratulations were extended to Firefighter EMT Perry for becoming the first Advanced EMT in the department. Efforts are being made to balance staffing and ensure smooth EMS training and sign-offs for new recruits. The department is prepared for turnover, with a buffer built into staffing levels to avoid shortages. Additionally, Division Chief Van Slyke noted that overtime costs are being monitored, and steps are being taken to reduce overtime expenses moving forward.

PREVENTION/FLEET/FACILITIES UPDATES:

Prevention Division Chief Moon reported a recent shop fire that was contained, likely caused by a leaking pressure tank. During Fire Prevention Month, crews conducted outreach and fire extinguisher training, including for the Police Department. Additionally, a leaking underground water line at Station 42 was repaired for \$14,000. The station is now fully operational, with only a minor part replacement remaining.

INFORMATION TECHNOLOGY/DATA UPDATES:

IT Director Gredig provided an update on the new scheduling software, which will simplify shift management. The system now allows easier staffing coordination, automatically suggesting replacements and handling callbacks. Key features include a new dashboard for streamlined communications, a station computer display for real-time updates on closures, training, and operational information. The goal is to improve efficiency and keep staff better informed.

ADMINISTRATION/FINANCE UPDATES:

Administrative Director Tillman reported that Staff has been working on open enrollments. All drivers are scheduled for their annual driving record checks. Items are being added to the cost report, which will be reviewed in the coming weeks.

DEPARTMENT GOOD NEWS:

Chief Sackett highlighted several positive developments. District mechanic, Kreig Kasten, went above and beyond by working on an ambulance at 1:00 AM to ensure it was operational, showcasing his dedication to a ready fleet. Cody Lister was praised for his year-long effort in researching and procuring new hose equipment, ensuring it was tested and put into service. The department received a generous \$1,000 donation from Williams, a pipeline company. Additionally, a former patient who had suffered a severe stroke visited

the station to personally thank the crew for their care, sharing that recovery was progressing well.

BOARD MEMBER COMMENTS:

President Lambert commented that the crews are fantastic and much appreciated.

Vice President Bristol had no comments.

Treasurer Milton Baker thanked everyone for all the hard work and commitment.

Secretary Miller thanked the staff for always educating him.

Director Haderlie had no comments.

BREAK:

President Lambert called for a five-minute break.

EXECUTIVE SESSION:

Up a unanimous vote, the Board entered executive session at 8:25 p.m. to discuss the 2024 performance evaluation of the Fire Chief pursuant to C.R.S. 24-6-402(4)(f). The Board came out of executive session at 9:02 p.m.

ADJOURNMENT:

With no other business coming before the Board, Chairperson Lambert adjourned the meeting at 9:03 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: 12/10/2024



Date: 12/10/2024

