

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

**MARCH 8, 2022**

**STATION 41, 1850 RAILROAD AVENUE, RIFLE, CO 81650**

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 (Joined via telephone at approximately 7:10 pm)

Levy Burris, Director

Paige Haderlie, Treasurer (Via telephone)

Addy Marantino, Secretary

**Others Present:**

Leif Sackett, Fire Chief

Zach Pigati, Wildland/Operations Division Chief

Scott Van Slyke, EMS/Training Division Chief

Orrin Moon, Prevention Division Chief (Via telephone)

John Gredig, IT Director

P.J. Tillman, Administrative Director

Dino Ross, Legal Counsel for the District

Kalicia MacGregor, Administrative Assistant

Joseph Koronkiewicz, Lieutenant

Kevin Carlson, Lieutenant

Matthew Messner, Battalion Chief

**ADDITIONS/DELETIONS/CHANGES TO THE AGENDA:**

None.

**CONSENT AGENDA:**

Fire Chief Sackett requested that the item b. (Prior Month Financial Report), be removed from the Consent Agenda due to updates in QuickBooks and items not matching.

Secretary Marantino made a motion to approve Consent Agenda items a. and c., and to remove item b. Director Burris seconded the motion. The motion approved.

**PUBLIC COMMENT:**

None.

**LEGAL COUNSEL UPDATE:**

Attorney Ross stated that there was not much legal work during the preceding month. He did update the proposed Medical Director Contract that the Board will be asked to approve this evening. He believes the proposed Contract is in appropriate legal form.

Attorney Abbott provided an overview of several bills that are pending before the Colorado General Assembly. Attorney Ross advised the Board regarding the status of HB22-1139, and eight referendums that have been submitted to the Title Setting Board, which could be on the November statewide election.

**FIRE CHIEF REPORT:**

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

Fire Chief Sackett said staff has had a great working relationship with the membership and wants to build further on that relationship by adding a "membership update" section to the monthly District Board meeting agenda. He believes this will help to develop CRFR by having membership active at Board meetings.

Further discussion followed regarding whether permitting such an activity could be viewed as implied recognition of the Local.

Fire Chief Sackett stated that the May election has been canceled due to only two self-nomination forms being submitted to the DEO for the Board positions up for election.

Fire Chief Sackett is working to secure a spot for the upcoming strategic planning session. He said the facilitator will give the best opportunity to discuss and decided the future of the current strategic plan.

**NEW BUSINESS/ACTION ITEM REQUESTS:**

**a. Fire Chief/Operations: Ratification of GCFMLD Mini Grant for Rope Rescue Equipment (Resolution No. 2022-02-03)**

The Board and Chief Sackett discussed the purpose of the GCFMLD Mini Grant and the reason the Resolution authorizing application for the grant had to be submitted before this Board meeting.

Secretary Marantino made a motion to ratify GCFMLD Mini Grant for Rope Rescue Equipment (Resolution No. 2022-02-03). Director Burris seconded the motion. The motion passed unanimously.

**b. Fire Chief/Operations: Ratification of GCFMLD for Extrication Equipment (Resolution No. 2022-02-02)**

The Board and Chief Sackett discussed the purpose of the GCFMLD Grant and the reason the Resolution authorizing application for the grant had to be submitted before this Board meeting.

Director Burris made motion to ratify GCFMLD for Extrication Equipment (Resolution No. 2022-02-02). Secretary Marantino seconded the motion. The motion passed unanimously.

**c. Fire Chief/EMS: Medical Director Contract**

EMS/Training Division Chief Van Slyke stated that in January 2022 Dr. Knight notified CRFR that he will be leaving Grand River Health and moving out of the area on July 31, 2022. He said that Dr. Nichols has emerged as the primary candidate and CRFR would like to move forward with him as the next medical director.

EMS/Training Division Chief Van Slyke stated the only option to approve the signing of the Medical Director Contract with Dr. Nichols and make him the next CRFR medical director. He said the only financial impact is the contract provides for an annual payment of \$7,000, which is a budgeted expense.



EMS/Training Division Chief Van Slyke stated that staff is recommending that the Board approve hiring Dr. Nichols and the signing of the Medical Director.

Following further discussion, Director Burris made a motion to approve the Medical Director Contract with Dr. Nichols. Secretary Marantino seconded the motion. The motion passed unanimously.

**OLD BUSINESS/ACTION ITEM REQUESTS:**

**a. Fire Chief/Administration: Review of HFWA Paid Sick Leave Status for 2022**

Fire Chief Sackett stated that the Colorado Healthy Families and Workplaces Act (HFWA) requires Colorado employers to provide up to two weeks of paid sick leave for COVID- related needs. The current 80-hour requirement took effect January 1, 2021, and remains in effect. Fire Chief Sackett says that the leave is commonly referred to Public Health Emergency (PHE) leave and is available to use if they didn't use them in 2021, although employees don't get new 80 hours each time they have a COVID-related need and don't get new 80 hours of PHE leave in 2022. He said employees may use PHE leave until four weeks after a PHE ends. Fire Chief Sackett stated emergency leave requirement remains ongoing, so long as a federal or a state "emergency" remains.

Fire Chief Sackett mentioned two options:

**Option 1:** Retain the current FTE PHE/PSL balances as reflected in the payroll system since the potential maximum expenses are already within the 2022 budget. Currently, FTE personnel have used 1269 hours in 2022 with an associated expense of \$33,137.26

**Option 2:** Remove all remaining FTE PHE/PSL balances that were not already carried forward from 2021 effective immediately and re-allocate the budgeted funds to the overall Salaries and Benefits line item.

Fire Chief Sackett said that Option1 has no financial impact on the current 2022 budget, the \$106,528 PHE/PSL leave is included in the approved 2022 Budget. And that Option 2 has a \$73,391 reduction in the current 2022 budget PSL line item after applying the YTD total of \$33,137 that has already been expensed. The amount

would be re-allocated elsewhere in Salaries and Benefits, thus resulting in no financial change to the 2022 budget.

Fire Chief Sackett said staff recommends Option 1 as they are still asking the personnel to follow CDC guidelines and not come to work when they are sick. It is budgeted in 2022 and to be sure they are not spreading sickness the best option is to ask personnel to stay home if they do not feel well.

Further discussion followed.

Director Burris made a motion to move the budgeted funds to line item Salaries and Benefits but not to re-allocate and spend the funds. Treasurer Haderlie seconded the motion. The motion passed unanimously.

**b. Fire Chief/ Administration: May 2022 Board of Directors Election**

**a. Notice of Cancellation of Election and Certified Statement of Results**

Fire Chief Sackett stated that because only two self-nominations were turned in for the two Board positions up selection, the May 2022 Board of Director Election has been canceled.

**b. Elected by Acclamation:**

**i. Addy Marantino (3-year Term, May 2022 to May 2025)**

**ii. Richard Miller (3-year Term, May 2022 to May 2025)**

**DIVISION INFORMATION MEMORANDUM:**

**Wildland/Operations Division Chief Pigati:**

Wildland/Operations Division Chief Pigati stated that he is still getting quotes for vehicles from Dodge, Chevy, and Ford.

Wildland/Operations Division Chief Pigati met with the Town of Silt about maps for the mitigation projects north of the town, PK with the BLM on the community risk education grant, and CMC on presenting a class on wildfire risk reduction for homeowners.



Wildland/Operations Division Chief Pigati has applied for the traditional FMLD Grant to replace extrication equipment and a mini-grant for ropes and swift water rescue equipment.

Wildland/Operations Division Chief Pigati mentioned CRFR was awarded the CFPC Firefighter Safety & Disease Prevention Grant.

Wildland/Operations Division Chief Pigati attended a workshop with the Hallway and Eric Savickas.

Wildland/Operations Division Chief Pigati mentioned CRFR was awarded the CFPC Firefighter Safety & Disease Prevention Grant.

Wildland/Operations Division Chief Pigati stated he engaged in the following activities during the preceding month:

1. Attended a workshop with Chief Staff and Eric Savickas.
2. Conducted two burns for resource benefits.
3. Coordinated with BLM/Forest Service for future projects.
4. Researched the FRWRM grant.
5. Continues to scout for future District mitigation projects.
6. Started recruiting for seasonal firefighters.
7. Completed RT-130 refresher for 32 department members.
8. Station 43 repairs and maintenance are continuing.

Wildland/Operations Division Chief Pigati stated the Wildland Division Operations Guide is 75% complete. RXB3 qualifications are completed.

Wildland/Operations Division Chief Pigati stated Division member Bennett assisted line personnel with physical fitness goals.

Wildland/Operations Division Chief Pigati stated four division members have been through ICS-300/400. He also stated that the 2022 Academy prep is completed.

**EMS/Training Division Chief Van Slyke:**

EMS/Training Division Chief Van Slyke stated that he engaged in the following activities during the preceding month:

1. Submitted an EMTS grant for a new ambulance.
2. Began training with the new iSimulate software.
3. Attended Youth Mental Health First Aid training and various meetings.
4. Worked with Fire Chief Sackett and Dr. Nichols on Dr. Nichols's upcoming Medical Director Contract.
5. Worked with Chief Messner and the EMS committee to streamline the EMS narrative writing process and update SOGs.
6. Worked with EMTAC to implement a streamlined triage system for mass causality incidents county-wide.
7. Met with stakeholders to discuss a mass casualty drill that Valley View is looking to hold in June.
8. Met with Chief Staff and Eric Savickas for a leadership development workshop.
9. Worked with Garfield County Training Consortium to bring in an electrical vehicle fire course, as well as two-day firefighter survival training.

EMS/Training Division Chief stated parts to repair the seconded-floor burn tower should be arriving soon. He stated crews logged 1125 hours of training.

He congratulated Crystal Peters for obtaining her Firefighter 2 and Marty Stevens and Robert Fields for obtaining their driver operator pumper certifications.

**Prevention Division Chief Moon:**

Prevention Division Chief Moon stated that during the preceding month he engaged in the following activities:

1. till working with the City of Rifle on an overcrowding issue at 1733 Railroad Ave unit C and on the possible adoption of the International Wildland Urban Interface Code.
2. Received a phase 1 environmental site assessment request for property at I-70 and West Rifle Exit on Highway 6 for a Maverick Fuel Station.

3. Received plans for River Run Self Storage units next to the Tiny Home development in Silt.
4. Received preliminary plans for storage containers and office property West of New Castle.
5. Received City of Rifle referrals for a concrete ready-mix plant on Gas Court, vehicle storage lot, and towing company office.
6. Completed final inspections for access on the PS 7 Solar Farm and the final Certificate of Occupancy inspection at Green Medicine greenhouse.
7. Still working with AES Peace Bear Ranch Solar Farm.

Prevention Division Chief Moon stated crews have responded to two structure fires since the last Board meeting.

Community Risk Reduction Specialist did an interview with Rifle Senior Housing reporter, conducted a touch-a-truck at CMC Pre-School, and worked with the Town of Silt on next year's Farmers Market plan.

Jerry Siefert worked on getting exterior lights working at Station 64 and helping all other stations with repairs.

Fleet Mechanic Kasten finished the tender tires and some new front tires on Ladder 64; he also did some repairs on the ambulances and apparatus. along with oil changes.

**IT Director Gredig:**

IT Director Gredig stated that during the preceding month he engaged I the following activities:

1. Continued to work on Communications Plans with Wildland/Operations Division Chief Pigati and Fire Chief Sackett.
2. Continued to work on the mapping project with the county.
3. Working on the Annual Report.
4. Moved some backups to a cloud-based system.



5. Continued to support financials and the consultant with conversion to QuickBooks Pro.
6. Continues to work with CMC- Leadville on the GIS project for the Wildland Division,
7. He is working on setting up computers and other technology for the Wildland Division at Station 43 and starting the streamline payroll process.

IT Director Gredig discussed January 2022 summary report and the end-of-the-year summary report.

IT Director Gredig stated he will be attending a training on Data Analysis and Presentation the of March.

**Administrative Director Tillman:**

Administrative Director Tillman stated that during the preceding month she engaged in the following activities:

1. Cancelled the May 2022 Board of Directors Election.
2. Began CO EMS Supplemental Payment FY 2020-21 Desk Review and worked with legal and Fire Chief Sackett on PSL and PHE.
3. Attended the Fair Labor Standards Act for Fire Departments webinar with Curt Varone on February 15 – 18.
4. Met with FPPA regarding mandatory PTE monthly hours for PTEs to remain in the SWMP Part-Time pension plan.
5. Participated in hallway training with Chiefs and Eric Savickas with Convergent Impact.
6. assisted with reviews and edits for EMTS and FMLD grant applications.
7. Worked on the 2021 Worker's Compensation audit with Pinnacol Assurance auditor and began to upload documents to secure links for the 2021 financial audit.
8. Continued to work with Gembok Consulting on the QuickBooks upgrade.

9. Processed various HR matters and worked with Fire Chief Sackett on personnel matters.
10. Participated in Chief Staff conference calls/meetings.
11. Reviewed timesheets and processed payrolls for the prior month.
12. Uploaded pension contributions reports and submitted payment to FPPA & PERA.
13. Processed employee insurance coverage changes with CEBT and AFLAC.
14. Amended PTE & FTE members as necessary to FPPA/PERA pension plans and termed any former members.
15. Reconciled numerous bank/fund accounts and prepared monthly financials.
16. Prepared the Board meeting agenda and packets for the monthly meeting and distributed to the Board.

**GOOD NEWS & DEPARTMENT ACCOMPLISHMENTS:**

Fire Chief Sackett stated that in honor of Mike Kelly and the donation's received, Station 41 got a new custom table called "Kelley's Corner".

**BOARD MEMBER COMMENTS:**

Secretary Marantino said that she is excited for the next two years; everything has been good and thanks everyone for their hard work.

Director Burris had no comments.

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 that everyone with miss Treasurer Haderlie and thanked her and everyone else.

**ADJOURNMENT:**

There being no other business to come before the Board, Chairperson Lambert adjourned the meeting at 7:40 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: 4/12/2022

*Sh. M. Lambert*

Date: 4/12/22

*Bradley*