

**RECORD OF PROCEEDINGS FOR THE  
COLORADO RIVER FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS  
FEBRUARY 13, 2024**

**STATION 61, 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  
Dick Miller, Secretary  
Adria Milton-Baker, Treasurer  
Paige Haderlie, Director

**Board Members Absent:**

Addy Bristol, Vice President

**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)  
Eric Davis, District Member (Via Conference Call)  
Sierra Carroll, Training Captain (Via Conference Call)

Motion made by Treasurer Milton-Baker and seconded by Secretary Miller to excuse Vice President Bristol from the meeting.

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

None

**CONSENT AGENDA:**

Secretary Miller made a motion to approve the Consent Agenda as presented. Director Haderlie seconded the motion. The motion passed unanimously.

**PUBLIC COMMENT:**

None.

#### **LEGAL COUNSEL UPDATE:**

Attorney Ross stated that he has been assisting Fire Chief Sackett on the proposed contract for the District's new Tender from Danko. Midwest Fire has sent a proposed contract to review as well.

#### **FIRE CHIEF REPORT:**

Fire Chief Sackett reviewed his report with the Board Chief Sackett stated that the legal counsel's recommendation is that it would be best if the Lexipol policies were presented in groups to the Board for review and approval. Director Haderlie suggested that there be a specific Board meeting for review of the Lexipol policies.

Fire Chief Sackett stated there are New Business Action Items to (a) Review and consider adopting new job descriptions for the Administrative Support Assistant and EMT Firefighter Recruit positions; (b) Review and consider accepting the Tender purchase agreement from Danko; (c) Review and consider adopting an FMLD Traditional Grant Resolution for station paging upgrades; and (d) Review and consider adopting a FMLD Mini-Grant Resolution for ballistic gear.

#### **NEW BUSINESS/ACTION ITEMS:**

**a. Fire Chief/Administration: Review and consider adopting new job descriptions for the Administrative Support Assistant and EMT Firefighter Recruit positions**

Fire Chief Sackett stated that the Administrative Support Assistant position has been budgeted. Chief Sackett reviewed the job descriptions for both Administrative Support Assistant and for the EMT Fire Recruit, and asked for approval from the Board. Secretary Miller made a motion to approve the job descriptions. Director Haderlie seconded the motion. Motion passed unanimously.

**b. Fire Chief/Administration: Review and consider accepting Tender purchase agreement from Danko**

Fire Chief Sackett state Chief Staff is recommending that the Board accepting the Tender purchase agreement from Danko. Danko's bid is less and offers a discount of \$9,000 on 2 units. Chief Moon suggested that it would put the District ahead of the game if the District was able to order two tenders. Chief Sackett added that the price of Tenders are only going to continue to increase and it would be good to get them sooner than later. Secretary Miller made a motion to sign the agreement with Danko. Director Haderlie suggested a friendly amendment to the motion that Chief

Sackett can sign the purchase order in line with option number two (Purchase two Danko Tenders at a total cost of \$677,390.00, with \$235,790.00 due upon receipt of the chassis and the rest due at final acceptance. Savings of 9,000.00 by purchasing 2 units.) Secretary Miller accepted the amendment to his motion. Treasurer Milton-Baker seconded the motion. The motion passed unanimously.

**c. Fire Chief/Operations/Prevention: Review and consider adopting an FMLD Traditional Grant Resolution for station paging upgrades #2024-02-01**

Fire Chief Sackett stated that Chief Staff is trying to update the station paging and wants to apply for a FMLD grant. To do that, they will need a resolution from the Board supporting the grant application. The overall price to upgrade is \$342,000. The traditional FMLD Grant covers 70% of the cost and CRFR would cover the remaining 30%. Chief Sackett asked the Board to approve the resolution. Secretary Miller ] moved to adopt Resolution #2024-02-01 supporting the application for the traditional FMLD grant . Director Haderlie seconded. The motion passed unanimously.

**d. Fire Chief/Operations/Prevention: Review and consider adopting Resolution #2024-02-02 in support of an application for a FMLD Mini-Grant for ballistic gear**

Fire Chief Sackett stated Chief Staff will also be applying for a FMLD mini-grant for ballistic gear. The mini-grant would pay for 100% of the cost, with no matching payment from CRFR. Director Haderlie moved to adopt Resolution #2024-02-02 supporting an application for the FMLD mini grant. Treasurer Milton-Baker seconded. The motion passed unanimously.

**a. Fire Chief/Operations/Prevention: Review and consider approving two extra positions**

Fire Chief Sackett stated that Chief Staff believes the District should take full advantage of the upcoming academy by hiring all the candidates on the developed hiring list. This will help in preparing CRFR for added workload should the area start to see an influx of migrant people.

It also will help Chief Staff and the Board to develop a staffing policy to meet the needs of CRFR in the future, so that it is not hiring personnel from a reactionary position. Secretary Miller made a motion to hire all the candidates on the developed hiring list. Director Haderlie seconded. The motion passed unanimously.

**OLD BUSINESS/DISCUSSION ITEMS/FOLLOW-UP ITEMS:**

**a. Fire Chief/Administration: Review 2024 Strategic Planning Process**

Fire Chief Sackett stated that the last meeting would be Friday the 16<sup>th</sup> to wrap up the strategic planning process.

### **OPERATIONS/WILDLAND UPDATES:**

Operations/Wildland Division Chief Pigati stated that 2024 Hiring Process is almost complete with all interviews and background checks done. The next step will be the physicals. The wildland division members are participating in some training, classes, and certifications.

### **EMS/TRAINING UPDATES:**

EMS/Training Division Chief Van Slyke stated that he and Paramedic McCracken instructed the Handtevy course for all shifts. Lieutenant Carlson and Paramedic Peters conducted Advance Cardiac Life Support (ACLS) and Pediatric Advanced Cardiac Life Support (PALS) classes for the Garfield Emergency Medical Trauma Advisory Council (EMTAC). Chef Vanslyke reviewed how the division is preparing for the upcoming training academy and events.

### **PREVENTION/FLEET/FACILITIES UPDATES:**

Prevention Division Chief Moon discussed upcoming commercial and residential projects. He is working with the developers on access and fire hydrant locations and fire sprinkler systems. Chief Moon stated that the District hosted a 3-day Electrical Fire Investigation Class at Station 41. 27 investigators from Colorado attended. It was a very informative class. Installation of the new floor at station 41 living quarters be begin next week.

### **INFORMATION TECHNOLOGY/DATA UPDATES:**

- IT Director Gredig stated that he moved the District's website to a new hosting service, which will enable for the District to track all compliance issues. s He also has been working on Lexipol policies, such as standardized communication forms. The District's letterhead and mission statement have been revised.

### **ADMINISTRATION/FINANCE UPDATES:**

Administrative Director Tillman stated that she has been working through the workers comp audit. She also is starting to upload information for the auditors conducting the annual financial audit. As Chief Sackett mentioned, everyone is super excited to have a new Administrative Support Assistant.

**DEPARTMENT GOOD NEWS:**

Fire Chief Sackett recommended the Board read an article that Administrative Director Tillman was part of writing on why you should stay in a hotel vs camping out and how it saved the incident management team. Chief Sackett stated that community members have reached out and thanked the CRFR team in multiple incidents recently for professionalism, compassion, and empathy towards patients.

**BOARD MEMBER COMMENTS:**

Secretary Miller stated that he had a great day attending the Wildland Fire Management certification.

Director Haderlie stated that she was very impressed with Wildland Fire Management certification and very proud of the process.

Treasurer Milton-Baker apologized for missing the Wildland Fire Management certification.

**ADJOURNMENT:**

There being no other business to come before the Board, Chairperson Lambert adjourned the meeting at 8:05 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: 3/12/2024

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