

**RECORD OF PROCEEDINGS FOR THE
COLORADO RIVER FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
JANUARY 11, 2022
STATION 41, 1850 RAILROAD AVENUE, RIFLE, CO 81650**

The regular scheduled meeting was called to order by Chairperson Lambert at 6:00 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
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
John Gredig, IT Director
P.J. Tillman, Administrative Director
Dino Ross, Legal Counsel for the District

ADDITIONS/DELETIONS/CHANGES TO THE AGENDA:

None.

CONSENT AGENDA:

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

PUBLIC COMMENT:

None.

LEGAL COUNSEL UPDATE:

Legal Counsel Ross stated he worked on Resolution No. 2022-01-01 with the staff.

Legal Counsel Ross mentioned the State Legislature will convene on January 12, 2022; his office will begin working on the annual Legislative Tracker.

FIRE CHIEF REPORT:

Fire Chief Sackett introduced the new business action items and stated there are no old business items.

Fire Chief Sackett stated December 2021 had crews running more calls than previous years.

Fire Chief Sackett said that CRFR is still committed to having a growth mindset, being mission focused and service oriented to the communities.

Fire Chief Sackett stated that in May of 2022 there will be a Director election.

Fire Chief Sackett mentioned updating the strategic plan.

Fire Chief Sackett is working with CPS HR to develop another Engineer and Lieutenant promotional process.

Fire Chief Sackett said he is thankful for the firefighters' commitment to the communities of Rifle, Silt, New Castle, and surrounding areas.

NEW BUSINESS/ACTION ITEM REQUESTS:

a. Fire Chief/Administration: Review and consider Resolution Approving 2022 Meeting Schedule and Posting Locations (Resolution No. 2022-01-01)

Fire Chief Sackett briefly discusses the Resolution Approving 2022 Meeting Schedule and Posting Location.

Director Burris made a motion to approve and adopt Resolution No. 2022-01-01. Treasurer Haderlie seconded the motion. The motion passed unanimously.

b. Fire Chief/Administration: Review and consider approval of updated job descriptions of IT Director, Fleet Maintenance Technician, and Community Risk Reduction Specialist/PIO

Fire Chief Sackett stated that over the last six months Staff has been working with CPS HR to analyze, review, and update the Information Technology, Community Risk Reduction/PIO, and Fleet Maintenance job descriptions. These job descriptions are in line with the adopted FF/EMT, FF/Paramedic, Engineer, Lieutenant, Battalion Chief, and Division Chief job descriptions.

Staff recommends approving the updated Informational Technology, Community Risk Reduction, and Fleet Maintenance job descriptions.

Director Burriss made a motion to approve the updated job descriptions. Vice President Weisbrod seconded the motion. The motion passed unanimously.

c. Fire Chief/Administration: Review and consider approval of Amendment 4 of Station 42 Lease Agreement with BLM/Forest Service

Fire Chief Sackett stated that throughout 2021 staff has been in contact with the Interagency group to develop an updated lease agreement that is acceptable to both parties. The lease was last amended in 2014 to state how future payments would be addressed and increased. Amendment 4 would require BLM/Forest Service to pay for all utilities, while still paying the annual rent.

Staff recommends signing Amendment 4 .

Vice President Weisbrod made a motion to approve Amendment 4 to the Station 42 Lease Agreement with BLM/Forest Service. Treasurer Haderlie seconded the motion. The motion passed unanimously.

OLD BUSINESS/ACTION ITEM REQUESTS:

None.

DIVISION INFORMATION MEMORANDUM:

Wildland/Operations Division Chief Pigati:

Wildland/Operations Division Chief Pigati is working with the apparatus committee on developing Request for Proposals (RFPs) for apparatus in the 10-year plan.

The District has started to get seasonal applicants for the 2022 wildland season.

The Wildland Division has started the migration project on C Ave in New Castle.

Wildland/Operations Division Chief Pigati is working in the 2022 budget and 10-year Capital Replacement Plan.

Wildland/Operations Division Chief Pigati is working with staff on a standard of cover and possible accreditation.

Wildland/Operations Division Chief Pigati continued working on SOPs for CRFR. He also is continuing to work with IT Director Gredig on a Communication Plan.

Wildland/Operations Division Chief Pigati updated the CRFR 2022 wildland deployments.

He has started researching grants to help fund purchases from the adopted Capital Replacement Plan. He also researched grant opportunities from the state and federal government for mitigation.

Wildland/Operations Division Chief Pigati discussed the 3 and 5-year plan for the Wildland Division.

Wildland/Operations Division Chief Pigati attended a meeting with the Operations Chiefs in the County to go over Operational SOGs that would be adopted. He also attended a meeting with Chief Merriam and Lt. Mollenkamp to discuss HazMat response and responsibility.

Wildland/Operations Division Chief Pigati stated wildland division is finishing up lesson plans for the S classes offered this spring.

Wildland/Operations Division Chief Pigati attended a meeting with Lt. Langer on the SOP for the health and wellness program.

Wildland/Operations Division Chief Pigati and EMS/Training Division Chief Van Slyke with Ben Wasilewski on the Guardian Tracking Software.

EMS/Training Division Chief Van Slyke:

EMS/Training Division Chief Van Slyke worked with the Apparatus Committee to write an RFP for a new ambulance.

He plans on attending an EMTS grant workshop on January 10th to learn more about the EMTS grant process.

EMS/Training Division Chief Van Slyke attended various meetings.

EMS/Training Division Chief Van Slyke stated crews logged 497 hours of training during December 2021 and 9836 training hours in 2021. He mentioned it was an 81% increase compared to 2020.

EMS/Training Division Chief Van Slyke worked with Fire Chief Sackett and Attorney Ross on contracts for the burn building repairs.

EMS/Training Division Chief Van Slyke completed recertification process for all members who had certifications expire January 1, 2022. He conducted a Firefighter/Driver Operator Proctor course at Station 41. Ten individuals attended. EMS/Training Division Chief Van Slyke became a Regional Proctor for the State.

EMS/Training Division Chief Van Slyke migrated all hazmat credentials to the updated NFPA Standard recognized by the state.

Prevention Division Chief Moon:

Prevention Division Chief Moon completed the final inspection on the remodel in the City Hall. He is reviewing a new 8448 sf proposed commercial storage building with 12 separate storage units inside.

Prevention Division Chief Moon is still working with Super Kids fun arcade located in the south space of 1733 Railroad Ave in Rifle.

Prevention Division Chief Moon mostly finished the underground fire line inspections at the new Village at Painted Pastures.

He completed Garfield County Referral on a new 95 acre AES Peace Bear Ranch Solar Farm located on the property above Dry Hollow Road.

Prevention Division Chief Moon, Luke Cahalan, and Kurt Lundin conducted school inspections at the public schools over the last part of December.

Prevention Division Chief Moon

Prevention Division Chief Moon had nothing to report for Community Risk Reduction Specialist Pina.

Prevention Division Chief Moon has been plowing all stations due to snow storms.

Prevention Division Chief Moon says crews at Station 64 helped him with changing air filters, replacing light bulbs and snow plowing. Fleet Mechanic Kasten has been working on front line engines with electrical issues, making repairs on ambulances and utilities that usually were sent to Columbine Ford.

IT Director Gredig:

IT Director Gredig continued to work on Communications Plans with Wildland/Operations Division Chief Pigati and Fire Chief Sackett.

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

IT Director Gredig is working with the new application from Tyler/New World called CrewForce, which has been provided to Fire Chief Sackett, Wildland/Operations Division Chief Pigati, and EMS/Training Division Chief Van Slyke.

IT Director Gredig continued training on Microsoft and Amazon Cloud offerings to see how they might benefit the District.

IT Director Gredig continued working on changing the data backup solution to more of a cloud-based system with more automation.

IT Director Gredig discussed December 2021 summary report and the end-of-the-year summary report. He stated that, due to some changes to Call types, the personnel hours were not showing correctly on the report on January 6, 2022.

Administrative Director Tillman:

Administrative Director Tillman stated that Directors Burris, Weisbrod, and Lambert were elected to serve three-year terms in 2020. The positions held by Directors Marantino and Haderlie will be up for election in May 2022.

Administrative Director Tillman said she has been in contact with the auditors with Haynie and Company for the financial audit and an auditor for Pinnacle Insurance, to begin the works comp audit.

Administrative Director Tillman calculated and processed 2022 75th Percentile and 2% COLA pay increase for all FT/PT personnel and distributed PAFs to BCs and Chief Sackett for review and distribution.

Administrative Director Tillman updated 2022 payroll deductions with increased insurance and pension contribution rates. She processed year payables and financials. She was selected to attend S-520 Advanced Incident Management class at NAFRI in Tucson, AZ on January 17-24.

Administrative Director Tillman added Wildland Division recruitment posting for 2022 seasonal firefighters to Indeed.

Administrative Director Tillman will be co-teaching a Fire Emergency Services Administration FESA 467 Integrated Management Simulation course with former Chief Randy Callahan at CSU during spring 2022 semester.

Administrative Director Tillman processed various HR matters and worked with Chief on personnel matters.

Administrative Director Tillman participated in Chief Staff conference calls/meetings.

She reviewed timesheets and processed payrolls for prior month. She also reconciled numerous bank/fund accounts and prepared monthly financials.

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

processed employee insurance coverage changes with CEBT and AFLAC. She amended PTE & FTE members as necessary to FPPA/PERA pension plans and eliminated any former members.

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 the Rifle Rotary Club made a donation to Colorado River Fire Rescue.

BOARD MEMBER COMMENTS:

Treasurer Haderlie stated 2021 was a great year and that everyone did a great job and she is excited to see what's next.

Secretary Marantino said the last four years have been amazing and agreed with Treasurer Haderlie.

Vice President Weisbrod stated he is excited for the new goals and that the growth over the last few years is impressive.

Director Burris said he cannot wait to see what 2022 holds and is excited to see what happens in the next few years.

Chairperson Lambert thanked everyone for what they do and thanked Attorney Ross for everything he has done.

ADJOURNMENT:

There being no other business to come before the Board, Chairperson Lambert adjourned the meeting at 7:00 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: 2/08/22



Date: 2/8/22


