

**RECORD OF PROCEEDINGS FOR THE
COLORADO RIVER FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
JANUARY 9, 2024
STATION 41, 1850 RAILROAD AVENUE, RIFLE, CO 81650**

The regularly scheduled meeting was called to order by Chairperson Lambert at 6:30 p.m.

ROLL CALL:

Board Members Present:

Alan Lambert, President
Addy Bristol, Vice President
Dick Miller, Secretary
Adria Milton-Baker, Treasurer
Paige Haderlie, Director

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 (Via Conference Call)
Dino Ross, Legal Counsel for the District (Via Conference Call)
Matt Messner, Battalion Chief (Via Conference Call)
Bill Smith, Lieutenant (Via Conference Call)
Eric Davis, District Member (Via Conference Call)

ADDITIONS/DELETIONS/CHANGES TO THE AGENDA:

Fire Chief Sackett stated that Consent Agenda Item C, December 2023 Financial Reports, will not be presented during the meeting.

CONSENT AGENDA:

Secretary Miller made a motion to approve the Consent Agenda as presented. Vice President Bristol 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(s). His partner, Michelle Ferguson, has reviewed the Lexipol policies that are being presented to the Board tonight. Attorney Ross provided an update on legislation that may be introduced during the 2024 Legislative Session.

FIRE CHIEF REPORT:

Fire Chief Sackett stated there are New Business Action Items to (a) review and consider the District's yearly meeting schedule and posting sites, (b) review and consider adopting new Lexipol policies, (c) review and consider a PERA Disaffiliation Resolution, (d) review and consider an agreement for purchasing a new Tender, and (e) review and consider a purchase order for replacing Station 41's flooring upstairs. Fire Chief Sackett stated there is an Old Business Item to review the District's ongoing Strategic Planning process.

Fire Chief Sackett stated the District is starting the hiring process for line firefighters. After the hiring process, Chief Staff will be running a twelve-week Academy starting April 1, 2024. Chief Van Slyke is working on developing a Lieutenant Promotional Process. The District has two open Lieutenant positions and looks forward to filling those positions in 2024. The District's Wildland Division is also in the process of hiring seasonal positions for the upcoming wildland fire season.

Fire Chief Sackett stated that the first quarter of the year will also be busy with Chief Staff completing multiple grants. Chief Staff is working towards an Assistance to Firefighters Grant (AFG) for diesel exhaust removal systems at all stations, a traditional Federal Mineral Lease District (FMLD) grant for upgrading the District's station paging capabilities, and an FMLD mini-grant to purchase ballistic gear for all stations.

Fire Chief Sackett stated that the third and fourth quarters will be filled with budgeting for 2025. By that time, Chief Staff hopes to know if the District is successful in obtaining the AFG Grant, as that will help the District's decision-making to potentially pursue another FMLD traditional grant.

Fire Chief Sackett stated that Chief Staff would like to send a couple of Board members, Administrative Director Tillman, Prevention Division Chief Moon, and possibly one other person to the Station Design Conference in Scottsdale, Arizona on May 20, 2024, through May 23, 2024.

Fire Chief Sackett stated that Firefighter Tyler McKinnon has resigned from his full-time position with the District and has accepted a Community Paramedic position with Eagle County Paramedics. Fire Chief Sackett stated that the District appreciates everything Tyler has done and looks forward to his continued contributions as a part-time employee.

NEW BUSINESS/ACTION ITEMS:

a. Fire Chief/Administration: Review and Consider Resolution No. CRFPD-2024-01-01 Establish a Meeting Schedule and Posting Locations for Calendar Year 2024

Fire Chief Sackett stated that the Resolution establishes the District's Board meeting schedule for the calendar year of 2024. The 2024 meeting schedule is very similar to last year's Board meeting schedule.

Director Haderlie made a motion to accept Resolution No. CRFPD-2024-01-01 Establishing a Meeting Schedule and Posting Locations for Calendar Year 2024. Treasurer Milton-Baker seconded the motion. The motion passed unanimously.

b. Fire Chief/Administration: Review and Consider Adopting New Lexipol Policies 100 Fire Service Authority and 102 Oath of Office

Fire Chief Sackett went over the Lexipol policies, the 100 Fire Service Authority and 102 Oath of Office, which are the first two policies from Lexipol. Attorney Michelle Ferguson has reviewed and provided her recommendations regarding the policies.

Board discussion ensued.

Secretary Miller made a motion to approve the 100 Fire Service Authority and the 102 Oath of Office policies. Treasurer Milton-Baker seconded the motion. The motion passed unanimously.

c. Fire Chief/Operations/Prevention: Review and Consider the Danko agreement for purchasing a new Tender.

Fire Chief Sackett stated that Chief Staff has been going back and forth on the Danko agreement. Danko wants to use their form and have the District insert language into their form. Attorney Ross has suggested proposing an addendum to the agreement with additional language to protect the District.

Attorney Ross stated that inserting language into Danko's form is not the best approach as he has to also revise some of Danko's standard language. Attorney Ross stated that most likely an agreement will be made, but it is a little bumpy at the moment.

Fire Chief Sackett stated that it has been a month of going back and forth and he was hoping to have an agreement to be presented today but wanted to share with the Board the status.

Board discussion ensued.

d. Fire Chief/Operations/Prevention: Review and Consider PO for Replacing the Upstairs Carpet at Station 41

Prevention Division Moon stated that Station 41's upstairs living quarters and bedrooms are in need of new flooring. He stated that the existing carpet on the floor was installed when the building was built and has surpassed its useful life. Prevention Division Chief Moon stated Chief Staff has reviewed several bids from flooring companies and has decided to select a new vinyl glue-down tile with services from AG Flooring LLC in the amount of \$21,157.04.

Board discussion ensued.

Secretary Miller made a motion to approve the Purchase Order with AG Flooring to replace the upstairs flooring at Station 41. Vice President Bristol seconded the motion. The motion passed unanimously.

e. Fire Chief/Administration: Review and Consider Resolution No. CRFPD 2024-01-02 for Disaffiliation with PERA

Fire Chief Sackett stated that when reviewing the retirement accounts for the District, Chief Staff determined that there are three employees enrolled in the Public Employees Retirement Association (PERA). The rest of the District's personnel are enrolled in FPPA's statewide defined benefit pension plan. It would be best to have the three personnel enrolled into the FPPA defined benefit plan. Attorney Ross' benefits partner, Eric Benson, is assisting Chief Staff with getting the District disaffiliated with PERA. It will take about 60 to 90 days to complete the process.

Board discussion ensued.

OLD BUSINESS/DISCUSSION ITEMS/FOLLOW-UP ITEMS:

a. Fire Chief/Administration: Review 2023 Strategic Planning Process

Fire Chief Sackett stated that Chief Staff is presenting alternative Mission Statements for the Board to review and select a Mission Statement for the District.

Board discussion ensued.

Director Haderlie made a motion to accept Mission Statement #2, "We are ready: we protect life, home, and property." Secretary Miller seconded the motion. The motion passed unanimously.

Fire Chief Sackett stated that the next Strategic Planning Session will be held on January 19, 2024, at Station 41.

OPERATIONS/WILDLAND UPDATES:

Operations/Wildland Division Chief Pigati stated that he has been working with EMS/Training Division Chief Van Slyke on the Lieutenant hiring process. He also has been working with Training Captain Carroll on the skills assessment portion of the interview process.

Operations/Wildland Division Chief Pigati stated that he has been continuing to work on grants for the District's Wildland Division, as well as mitigation projects throughout the County.

EMS/TRAINING UPDATES:

EMS/Training Division Chief Van Slyke congratulated Training Captain Carroll on her new role, as well as leading the 12-week Fire Academy for new District members. The District billed \$1,653,204.68 for EMS services in 2023. The District collected a total of \$579,581.95 for services.

EMS/Training Division Chief Van Slyke stated that he has been working with Paramedic McCracken and Paramedic Peters to get all shifts through the HandTevy Training.

PREVENTION/FLEET/FACILITIES UPDATES:

Prevention Division Chief Moon stated that The Tractor Supply's new building is projected to have a soft opening on January 19, 2024, in Rifle, Colorado. The District has completed the final fire alarm inspection and fire sprinkler inspection for the new 5-space hanger at the Airport. There have been several fire alarm and sprinkler system reviews, and he projects new site plans to come in.

Further board discussion ensued.

INFORMATION TECHNOLOGY/DATA UPDATES:

IT Director Gredig stated that he has been working on several projects, including the Lexipol implementation. The District's total call volume for 2022 was 3,048 calls versus 3,067 calls in 2023, representing a 0.6% increase. The District's total call volume for 911 calls for 2022 was 2,766 versus 2,877 calls in 2023, representing a 4.0% increase.

ADMINISTRATION/FINANCE UPDATES:

Administrative Director Tillman stated that she is in Colorado Springs co-teaching S-260 and S-261 Interagency Incident Business Management at the Colorado Wildland Academy. She been busy trying to close out the financials for 2023; however, there was a little set back with the County not setting up the tax distribution statements for December. She has been updating pay rates, new pension contribution amounts, and insurance deductions.

DEPARTMENT GOOD NEWS:

Fire Chief Sackett reviewed a thank you letter and donation of \$500 from Kathy. He stated that the District greatly appreciates her support.

BOARD MEMBER COMMENTS:

Secretary Miller stated that he has learned a great deal since he has started, and he appreciates IT Director Gredig for updating the District's website.

Director Haderlie stated that she is glad to be able to attend the meeting in person and is excited to have the Mission Statement established.

Treasurer Milton-Baker stated that she is glad to be back, is proud part of the department. She learned so much last year and is looking forward to 2024.

Vice President Bristol stated that she agrees with the statements made by the Directors, and she is glad the District has decided on a Mission Statement.

President Lambert stated 2024 is going to be a bright and productive year for the District. The District has good crews and leadership.

ADJOURNMENT:

There being no other business to come before the Board, Chairperson Lambert adjourned the meeting at 7:35 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: 02/13/2024



Date: 2/13/2024

