

GRAND VALLEY FIRE PROTECTION DISTRICT
MINUTES REGULAR BOARD MEETING MAY 18, 2016

Attendance: Fire District Board of Directors
Bill Nelson (5/2018, 2nd Term) Keith Lammey (5/2016, 1st Term)
Kevin Whelan (5/2016, 1st Term) Ted Anderson (5/2018, 2nd Term)
Michelle Foster (5/2018, 1st Term)

Absent: None

Staff: David Blair, Fire Chief Rob Ferguson, Deputy Fire Chief
Kim Reeves, Administrative Specialist Eric Langner, Captain

Public: None

President Whelan called the meeting to order at 9:00 a.m.

MINUTES

Minutes from the April 27, 2016 Regular Board Meeting were presented and reviewed. Foster moved to approve the minutes with corrections. Seconded by Lammey. All approved.

FINANCIAL REPORT

Financial reports for April 2016 were reviewed and discussed. Anderson moved to approve the financial reports, subject to audit. Seconded by Nelson. All approved.

Whelan and Lammey were sworn into office by Foster.

ELECTION OF OFFICERS TO POSITIONS

Anderson made a motion that all Board Member positions be retained for the next 2 year period. Seconded by Foster. All approved.

PUBLIC COMMENT

None

➤ FIRE CHIEF'S REPORT

▪ Old Business

▪ Emergency Response Plan

Chief Blair has received word that Anchor Point could not find a partner to put together the complete project RFP. Chief Blair presented Ecology and Environment, Inc's proposal. The basic proposal was attached in Board packet. Chief Blair emailed the entire proposal to Board members separately, as it is 156 pages, most of which are examples of their product. Whelan moved to accept the proposal from Ecology and Environment Inc for \$24,000.00. Seconded by Lammey. All approved.

▪ Meet and Confer

Chief Blair has received an amendment to Resolution 2013-002 from the District's attorney, which changes the language of when the meetings are to occur and the procedure for requesting a meeting. Chief Blair will request that the amendment be discussed and approved. Lammey moved to adopt Resolution 2016-002. Seconded by Nelson. All approved.

▪ Strategic Plan update

Chief Blair has developed a large spreadsheet that will hang in the main Administration hallway. It is based on page 13 of the Strategic Plan. Chief Blair will use it to track progress required as per the Action Plan.

- **Remote area Water Tanks update**
 Chief Blair is continuing to work with Encana and WPX to get the required release of liability letters formulated. It may be that after the company transitions before any action is taken.
- **Utility 34 disposition update**
 Utility 34 is currently getting a glow plug relay replaced so it will start and run. As soon as it gets back from Columbine Ford, it will be listed with Govdeals.com.
- **Volunteer Recruitment**
 The Volunteer Meet & Greet was held on May 7th. There were quite a few applicant's that showed up. Staff spent an hour and a half explaining how the District functions, how the Volunteer program operates and ended with a station and apparatus tour. Most all applicants attended the physical agility / written test and interviews on Saturday, May 14th. Test will begin at 0800 and is expected to last all day. The results of the testing were discussed. Anderson moved to change the District's Roster to 47 and accept the 8 qualified candidates to the District as Volunteers. Seconded by Nelson. All approved.
- **Ward Diesel Filters for Apparatus stationed at Station #2**
 Deputy Chief Ferguson has ordered the filters for three of the Station #2 apparatus.
- **Window Replacement at Station #2**
 Training Chief Rowe has ordered the work to be done at Station #2. Chief Blair has signed the 50% pre-payment request in order to get the windows ordered. We will be advised of installation time frame once the windows are received by Bratton Window.
- **Explorer Program Update**
 The Explorer Meet and Greet was held on May 10th, Tuesday night. There were 4 applicants and their parents in attendance. All are excited about getting into the program. Training is slated to start June 6th.
- **Summer Mitigation Projects**
 The District has been asked to assist with another project in Parachute. It is a small section of private land that adjoins Aspen Court. Residents are concerned about accumulations of vegetation up against the privacy fences. Most work will be completed using the Unimog loader bucket.
- **Future Development of the Open Spaces at Station #1**
 Captain Langner and crew have been developing an outdoor workout plan and are incorporating landscaping suggestions as part of it. Captain Langner is hoping to have an initial plan ready by BOD meeting date.
- **Station #2 Update**
 The initial title work has come back. Chief Blair had a conference call with Kelly Duke, District attorney on May 9th. All is proceeding well. The next step is getting the survey completed in order to get both lots platted. This is anticipated to take at least a week or two. Chief Blair has met with Stuart McArthur and will start the Minor Subdivision paperwork as soon as the survey is complete. Mr. McArthur has the Fire District slated for a presentation "Tentatively" for the June 16th Town Council Meeting.
- **New Business**
 - **Member Handbook Changes and Update**
 Chief Blair has completed the changes and updates to the Member Handbook. Chief Blair met with 11 members of staff, including administration staff to review the changes. There were a few recommendations by those present that were included in the final DRAFT for Board of Director review. Chief Blair will be seeking any changes/additions/deletions from the BOD prior to sending it to the District's attorney for legal review.
 - **Battlement Creek Fire Staff Ride**
 On May 12th, the District hosted the Battlement Creek Fire Staff Ride. There were 50 persons from the Grand Mesa/Uncompahgre Forest in attendance. The group was very appreciative of the District for taking the time to assist them through the process.
 - **Other**
 - Chief Blair discussed his upcoming schedule
 - Chief Blair discussed the current fire dangers

➤ **Staff Report**

▪ **District participation in recent events**

Deputy Chief Ferguson discussed some of the events that the District has participated in during the past couple of months, as well as what the Operations Staff has been doing.

▪ **OPS Report**

Deputy Chief Ferguson discussed the April 2016 Operations reports.

▪ **Audit Update**

Kim Reeves advised the Board of Directors that Colorado CPA will be at Station #1 on May 09, 2016 and May 10, 2016 to complete the field work portion of the 2015 Audit.

➤ **Other**

- Foster: Will the letters be taken off the tender that was donated to the Town of Parachute? Yes Chief Blair will have on duty staff go remove the letters.
- Nelson: Eric shared information regarding the negotiations on property at the Service Association Meeting.
- Lammey: Should the Board designate a Member of the District to contact other entities that will be involved in the Emergency Response Plan? Chief Blair will initiate the contact with other entities that will be involved. Lammey and Foster will assist in the program and be formally involved.

ADJOURN

There being no further business or discussions the meeting was adjourned at 10:49 a.m.

Kim Reeves, Administrative Assistant

Kevin Whelan, Board President

Bill Nelson, Board Secretary/Treasurer