COAL CREEK CANYON FIRE PROTECTION DISTRICT

District Board Meeting Minutes
Monday, August 8, 2022

Attendance: President Chris Reel, Directors Dave Thompsen, Ken Hoyer, Bob Grimm, Megan Austin, and Administrative Assistant Kathy Bremers.

Guests: Randy Baca, Ray Rears (Gilpin County Mgr), Cork Rech (Blue Mtn Forest Stewardship Initiative, FSI).

Telephone participants: Chief Garret Ball.
Maya MacHammer (Boulder Watershed Collective, BWC),
Paul Ondr (Timberline Fire Chief)

The meeting was called to order at 7:07 pm.

Note new styles: Color will no longer be used for all Secretary entries but only for modification of or notes to others’ inputs. Chief uses own color for comments. Motions will be italicized.

New Business

Community Wildfire Protection Plan. (CWPP, 2008). Cork Rech representing FSI. Oral presentation accompanied by written proposal forwarded by Chief to Board. Current CWPP was “top down” and lacked community involvement. Is now considered deeply obsolete: supposed to update every 5 years. Individual communities have taken initiative, particularly Blue Mtn FSI, but have been rejected for funding because of obsolete CWPP. Coal Creek Canyon Collaborative (C4) is new larger-scale initiative for community involvement.

Apply for federal Community Wildfire Defense Grant (CWDG). These are just coming online. BWC is registering with SAM.gov. Up to $250K, require 10% match = $25K. (1) CCCFPD gets grant and administers, or (2) BWC is administrator, charges 12% but taken from CWDG.

Can either do as much in-house and piece out specific tasks (e.g., mapping) or hire a risk-management engineering firm for inclusive service. Could take up to 2 years to complete. FSI/BWC have been researching risk-management engineers. Keeping “in house” would also allow easier/cheaper updates.
Alternatively, Action, Implementation, and Mitigation (AIM) grants administered by Coalitions Collaboratives (COCO). Several times per year. Smaller grants, Nederland is currently updating CWPP using AIM, using “in-house” approach with the help of BWC. Broad stakeholder outreach is a new feature so that reports don’t “sit on the shelf.”

Boulder and West Metro are completing update of CWPP but unclear if they had financial aid.

Could also consider grant for cisterns: would have direct impact on insurance.

Timberline. Has been updating equipment. 3x Type 1, 2x brush trucks, 1x tender. Type 1 is $550K from Pierce but delay could be 18-24 months. Can we do a group order and speed up? See also Chief’s Report also for 7003 temporary replacement.

FAMLI program overview. Analysis by Reel indicates cost to District is $1500 total for both employees. Start paying in 2023, takes effect 2024. Revisit next month.

**Secretary’s Report.** Bob Grimm

*Motion by Hoyer to accept minutes from July Meeting: Seconded by Reel. Passed unanimously.*

**Treasurer’s Report.** Megan Austin.

**Fund Balances**

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<th>Fund</th>
<th>Date</th>
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<tbody>
<tr>
<td>1. General Fund</td>
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<tr>
<td>2. Petty Cash</td>
<td>7-31-22</td>
<td>$597</td>
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<tr>
<td>3. Colorado Trust</td>
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<td>4. FPPA¹</td>
<td>6-30-22</td>
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¹YTD (9.65%) exclusive of 0.41% total expense ratio.

**Cistern Allocation**

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<tbody>
<tr>
<td>7-31-22</td>
<td>$7,784.78</td>
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Personnel Updates

Chief’s/Fire Marshal Report.

Audit follow-up. Issues are being addressed by Accountant. There was an error in payroll that Austin fixed. Want adjustments made this month. Desire to move from Quickbooks to online platform in September. This also ensures ownership of the books with client. Austin continues to research other Accountants.

FY 23 budget planning: Thompsen, Austin, Ball, Bremers, plus Reel and Grimm, to schedule dinner meeting in Sept.

Chief’s/Fire Marshal Report. Garrett Ball.

Personnel Updates

- 13 Recruits- Most through “how to respond training.” Most responding to calls.
- Fall/Retirement Party- Planned for weekend after labor day. Celebrating 4 retirements including firefighter being medically retired.
- 2 Trainee Firefighters to Attend Fall Structure Academy
- WC Claim- Employee has reached MMI. Need to change status to medically retired.
- Chief OOT- I am out of state with limited service. Fire Duty Officer Schedule:
  - 8/1-8/8 FDO Chief Ceurvorst
July Officers Meeting Topics
- Recruit Status Changes
- Accountability System
- D4H Reporting
- Call Reviews
- Officer Reports

Upcoming Officers Meeting Agenda Items
- No August Meeting to be Held
- September Meeting: Introduction of New Jeffco FMO

Major Incidents/Activity
- 3 Fires, 1 Day
- Fire Danger Rating High
- Seizure Patient

Apparatus
- 7003 Repair- Repair not possible. Looking at “junking” the truck & purchasing interim. Est. $50K Likely 2WD only not 4WD.
- Light Rescue Replacement - Updated ETA is now late September/early October
- Engine Replacement- Pierce Engine: 1K Gallon, 1K GPM, $550K. 18-24mo lead time. Possible price/time break by tagging onto TFD’s order.

Equipment
- AED’s- Many of our AED batteries have expired. There is currently a national/global shortage. We are being told that replacements are approx. 2 years out. In the meantime it has been recommended that we attempt to reuse batteries.
- Bunker Gear- Everything is in except for coats & pants. FF Zimmerman has reached out for an updated ETD. We were told that they shipped a month ago.

Buildings and Grounds
- St. 1 Garage Doors- Mostly complete, a few tweaks left.
- Station 2 Solar- In consultation with President Reel, now looking for a system with a battery backup bank.
- Station Expansion- See Director Thompsen’s report.
- Station Water Filtration- Now looking to not only put in “whole house” water filtration system but also update drinking fountains and get rid of water bubblers as they have been growing moldy during slower times at the FD
- St. 2 Bay Doors- Final rollers have been installed, complete.
Financial
- Gear Order- Paid, awaiting delivery
- Matching Mitigation Fund Distribution – Proposal presentations made at 7/10 board meeting. Director Grimm to do more research and make recommendation to the Board
- 2022 Grants:
  - VFA- Type 1 Engine- App Determined Not Viable
  - DOLA- Cardiac Monitor- Application Submitted – Denied
  - FRWRM Grant- Research in Progress- Purpose TBD

District Items
- Mountain Fest- Provided coverage.
- Miramonte Cutting Unit- Partnering with United Power who will be grinding slash. Grew into larger mitigation project on Miramonte property.
- Will Serve Letters- Constant
- Canyon Pines
- Dam Expansion:
  - Temporary Structure Permits- Returned to Denver Water for Correction
  - Fire Mitigation Plan Review- Complete
  - Emergency Response IGA- Denver Water’s Contract with CCCFPD is Expired, Pending Renewal
- Kong High Pile Combustible Storage- Complete

County/Mutual Aid Issues
- Foresythe Prescribed Burn- Attended Interagency Meeting on July 29th Regarding USFS Broadcast Prescribed Fire on West Edge of Gross Reservoir
- FirstNet/ATT Coverage- Projects Moving Forward/Site Visits
- Timberline Board- Attended the July TFD Board Mtg.
- Medical Direction- Looking Like We’re Going With Medical Direction out of UC Health
- Ambulance Compliance Committee
- Mountain Interagency Committee
- CRRF
- IQS
- IROC

Administrative Assistant’s Report. Kathy Bremers

July 2022 Projects
- Email, voice mail, postal mail, station paperwork pick up.
• Invoices to Drop Box and forward email auto payment information to accountant x 2 monthly.

• Internet Cash Management: Working with Pauline to acquire banking information for payees and set up ACH payments: on going. Follow up with Pauline on payments, signers and ach approvals. Deposits by mail and notification to accountant.

• Incident Reporting: D4H review, update, and report approval after each incident/call. Copies of Pt Care reports to EMS Officer, Certifications filed and shared with appropriate officers, training sheets copied and shared in Google Drive. New sign in complete for First Watch to retrieve CAD information.

• Admin report to Chief and Board, Board meeting attendance

• Officers Meeting attendance

• Reflective Street Signs: 1

• Answer ISO inquiries by insurance companies and residents: 2

• NFIRS 2021 complete

• NEMSIS 2020 in process.

• Grants:

• FF certifications recorded and filed.

• Answer residents’ questions: Mitigation companies requests x2, noise complaint, 3 will serve letter requests, explosion concerns

• FPPA: One FF retirement in process, Harkwell death notice sent

• Workers Comp: ongoing communication for 3/2021 injured worker, case closed for injured/exposed worker. Communication with Legal regarding process. Linda suggests that we update of manual with more specific information regarding the process for medically discharging FF’s. No action yet.

• Communications with/for FF’s: reimbursements

• Recruiting: two new Wildland FF’s switching to All Hazards. Physical authorization sent to clinic and FF’s. One completed successfully and the other in process.

• Communication with a new clinic, Peak Form Center, to provide physicals is in process. When agreement with new clinic is complete invites will be sent out to
FF’s who are due for their periodic physicals. Periodic physicals have been on hold since Covid 19. Pending

- Research and update Salamander Live for State ID’s, met with Chief to update quals, printing search in process.
- Staff July 4th Booth
- PDF Map book sent to Gilpin County Planning
- Cistern contribution received for 81 Stone Cliff Circle, $2676. Deposit mailed
- Search for Station 1 building plans for First Net/AT&T placement for cell booster
- Update Officer Radio number cards for each apparatus
- Exclusion complete, billing for Dillon Card in process for balance due beyond $750. Deposit.

**Unfinished Business:**

**Board Membership:** Reel will resign at November meeting, will elect Thompsen as President, appoint Baca to Board.

**Station 3 property gifted to CCCFPD** (Thompsen). With ownership established, now looking for 3 bids for the station construction. Then need permits. Slab this year, construction next year.

**Discussion: CCCFPD funding of mitigation projects.** We have not gotten any legal feedback but it is now the Board’s consensus is that selecting grant awardees is fraught. The mitigation funding could be redirected to CWPP revision, which may facilitate neighborhood groups to apply separately for mitigation. The Board will further consider options for the Mitigation line item beginning with the CWPP, whose priorities may provide guidance for distribution of future funding.

**Update to 2018 International Fire Code** (Marty Gresho). No update.

*Motion to adjourn by Reel, seconded by Hoyer. Meeting adjourned at 9:49 pm.*

Revised version submitted for Board review on Sept 12, 2022, by Secretary R. Grimm.