

Minutes East Grand Fire Protection District
Board of Directors Meeting
January 23rd, 2019

Board Directors Present: President Frank Dominguez, Vice President Mark Pappas, Treasurer Steve Loo, Secretary Richard Kramer, Director Garth Hein.

Staff Present: Chief Todd Holzwarth, Assistant Chief Dennis Soles, Volunteer Coordinator Jed Henry, Fire Technician Adam Gosey, Office Manager Kristen Rybij.

Public Present: Peggy Woods.

Director Frank Dominguez opened the Board of Directors meeting at 18:16 p.m. There was a quorum of Directors present.

Frank asked if there was any public comment. There was no comment.

The minutes were reviewed with no changes noted.

- ❖ Director Steve Loo moved to approve the December 10th, 2018 minutes. Director Richard Kramer seconded. The motion passed unanimously.

Discussion of Financials: Todd pointed out the final numbers for 2018. Mark asked what the current fuel prices were. Those were discussed along with how much fuel we order and when. Todd noted that ordering in the fall was tricky due to changing from summer mix to winter mix alongside keeping the levels adequate in order to generate a successful monthly leak test.

- ❖ Director Richard Kramer moved to approve the bills. Director Garth Hein seconded. The motion passed unanimously.

Chief's Report: Todd confirmed that the 2019 Budget and Transparency Report were filed. Discussion ensued regarding the outcome to the Grand County Office of Emergency Management (OEM) County-wide meeting. Todd highlighted that the room was full, mainly with first responder types, but also with many County folks in attendance. The main topic was how to improve the OEM. The location of the Emergency Operations Center (EOC) will stay the same for now, but it is noted that it needs more resources and more staffing in support of our new Emergency Manager Lt. Tara Gourdin. A big topic of discussion was the lack of "depth" in staff and support of emergency operations. There are currently ~90 folks within EMS and the Sheriff's Office which has been generally adequate for handling most events in the first 24-48 hours, but what happens when the incident carries on for days, or even weeks? There are ~ 160 other County employees who could be trained in support functions in order to assist large incidents. Their participation and support has been very minimal in the past and there is wide spread frustration over this. So far, only Grand County Public Health and Grand County Road and Bridge train and practice for incidents. We need more logistical support. Garth asked if the OEM agreed with this view. Todd confirmed. Garth asked what the hold-up was then with increasing staff ? Todd explained that they have "been doing so much with so little for so long" and it is hard to ask for help when it is clear that the County Commissioners do not want to invest in more staff. They do not think it is the solution to these issues. Todd noted that there were many folks lobbying for the increase in staff and appropriate incident management training, but as the County points out, they are the gatekeepers of the money and are spread thin. Todd then moved on to other items on his report. Dave Kunkle has stepped in to fill Jody's vacant Trustee position. Kristen has sent out the annual information update / Pension Trustee election letters to the pensioners. The proposed sign for the Red Dirt Station is twice as large as allowed by the County, variances with this are being reviewed. Garth asked if we would be placing a blinking traffic control light at the entrance to Hwy 40 from the Red Dirt Station. Todd didn't believe that intersection met the requirements put forth by the State for a traffic light but will look into it. He noted that C-DOT had big plans to improve the safety of this stretch of highway considering it has 4 T intersections located within a 65mph zone. They just do not have the funding. Todd reported that we ended the year with 357 calls, a 6% increase from last year with 20 more calls. Garth then added that we have seen a 34% increase in just the last 6 years.

Fire Prevention Report: Construction is strong. The Arrow project has been keeping him busy alongside picking up more out-of-district work now that Chief Thompson is gone from Grand Fire and there is a new Chief starting at Grand Lake Fire. He explained that walking into the middle of projects can be a challenge regarding quality control and taking the time to make sure the other District's needs are fully understood and met. Garth asked how much these calls for

help added to Dennis's workload. Dennis explained they can significantly increase his workload, but it is not consistent, some projects are large, some are small, and most of the time he has enough warning to fit it in his schedule. He can make up for some of the extra work by charging out of District charges and mileage. He is happy to help Granby, as they are close by and they help everyone in the community. Chief White is also looking into getting certified to review and inspect. Garth asked if the extra fees made up for the extra workload or if the fees need to be greater. Dennis noted that the only other alternative they have is to call the State and the last time he checked he believed that their base review fee was ~ \$600. Steve mentioned the fact that Dennis has already been doing the State's work. Dennis agreed but explained that he only does Fraser Elementary school now and has cut out going to Kremmling all together as it is just too far and not cost / time effective. Even with the increased workload not covered financially, Dennis is steadfast in that he wants to continue to help until both Districts find a more permanent solution. Dennis then proposed a new fee schedule with modest fee increases to the Board. Todd asked that the Board review this proposal for next meeting and confirmed that we would set a public hearing for the February meeting to address it. Todd then proposed an amendment to our Plan Review and Inspection Fees Resolution to include a clause that states – "Fire Chief to Annually Amend Fees: The Fire Chief, after consulting with the Board, shall amend the Plan Review and Inspection Fee Schedule annually without further Board action." This idea was borrowed from operations at South Metro Fire. Frank then asked how our fees compare with the State. Dennis confirmed they were at least twice as high and then added that West Metro Fire and South Metro Fire are both in \$400-\$600 range for their base fee compared to our base fee of \$150 for plan reviews and inspections. Dennis was asked to include South Metro's fee schedule for the next meeting. Dennis noted that it was very involved and that they fund their entire FPB with their fees. Garth asked if we could calculate exactly what our fees would need to be to support 1 ½ - 2 FTE's in the FPB and Steve Loo reminded the Board that last year Dennis had confirmed that another FTE was necessary for the FPB. Todd reminded the Board that we created the FPB with the generosity of the voters allowing us to turn our bond mill levy into an operating mill levy and that successfully operating sprinkler systems reduce our workload. On one hand we are struggling with decreasing revenues from the Gallagher / TABOR intersection and the need to increase fees to continue successful operations, and on the other hand we are hesitant to increase them in order to not upset the community. Frank feels we need to increase our fees to adequately cover the FPB and he has faith that the public will support this in order to keep providing great services.

Training Coordinator Report: Jed gave the report. There were two Auto-X trainings this month with one a staged mass casualty incident involving a school bus. We are hoping to increase engineers this spring. Steve is continuing to investigate working with Lexipol's program geared to keep our SOPS updated and in legal compliance with the State. Jed purchased an engraver that will be split across the four major fire districts financially and operationally. It will be housed at Grand Fire. End of the year numbers are in and there are 27 incentive checks being issued in February. The new 475 was picked up. The Tabernash station needs a new fridge.

Frank asked if there was any public comment. There was none.

Board Business: Todd explained that our crew is still working on sitting down to brainstorm our 3-5-10 year plan. The final draft of the letter to Senator Rankin and Representative Becker was reviewed. Frank requested two edits be made and then asked that we also send the letter to Governor Polis. Mark would like us to send it to the SDA first. Kristen will be requesting three additional actuarial studies in the amounts of \$650, \$700, and \$750 be added to our standard biennial study next week. The 2019 revised salaries will be in effect from February 2019 to December 31st, 2019. 2020 revised salaries will be reviewed at the end of December 2019.

- ❖ Director Mark Pappas moved to approve Resolution 2019-01-23-1 Board of Directors – Designating the Public Place of Posting the 24-Hour Notice of Meeting. Director Richard Kramer seconded. The motion passed unanimously.
- ❖ Director Mark Pappas moved to approve Resolution 2019-01-23-2 Posting for Meeting. Director Richard Kramer seconded. The motion passed unanimously.
- ❖ Director Mark Pappas moved to approve Resolution 2019-1-23-3 Board of Directors – Regular Meeting. Director Richard Kramer seconded. The motion passed unanimously.

- ❖ Director Steve Loo made a motion to move into executive session per C.R.S. 24-6-402(4)(g) personnel matters. Director Mark Pappas seconded. The motion passed unanimously.

The regular Board meeting was adjourned, and executive session opened at 20:07 pm.

The Board returned from executive session at 20:49 p.m.

The Board meeting was adjourned at 20:49 p.m.

- ❖ Director Mark Pappas moved to adjourn the Board meeting. Director Steve Loo seconded. The motion passed unanimously.

The Board meeting was adjourned at 20:49 p.m.

Frank Dominguez

Rick Kramer

Garth Hein

Mark Pappas

Steve Loo