

**Minutes East Grand Fire Protection District  
Board of Directors Meeting  
March 25<sup>th</sup>, 2020**

Board Directors Present: President Mark Pappas, Vice President Frank Dominguez, Treasurer Steve Loo, Secretary Richard Kramer, Director Garth Hein, Pension Chairman Brian Dolan, Pension Trustee John Krueger.

Staff Present: Chief Todd Holzwarth, Assistant Chief Dennis Soles, Training Coordinator Steve Waldorf, Fire Technician Adam Gosey, Office Manager Kristen Rybij (telephonically), Volunteer Coordinator Jed Henry.

Public Present: Newly Elected Board Member Donald Maurais (telephonically), Volunteer Firefighter and COVID-19 GC Incident Management Team (IMT) Plans Section Chief Nicholas Wall.

Director Mark Pappas opened the Board of Directors meeting at 18:06 p.m. There was a quorum of Directors present.

Mark asked if there were any additions to the agenda. Todd added review of Resolution 2020-3-25-01; Continuation of Declaration of Local Disaster Emergency to Board business.

There were no public comments.

Director Mark Pappas administered the Oath of Office for newly elected Pension Trustee John Krueger.

- ❖ Director Steve Loo moved to approve the February 26th, 2020 minutes as written. Director Rick Kramer seconded. The motion passed unanimously.

Discussion of Financials: We have received approximately half of our expected tax revenues. There is talk of a possible extension on tax payments due to COVID-19.

- ❖ Director Frank Dominguez moved to pay the bills. Director Steve Loo seconded. The motion passed unanimously.
- ❖ Director Frank Dominguez moved to recess the Board of Directors meeting to move into the Pension Board meeting. Director Garth Hein seconded. The motion passed unanimously.

The Board of Directors meeting was recessed at 18:14 pm.

The Board of Directors meeting was reopened at 18:32 pm.

Nicholas Wall, Plans Section Chief for the COVID19 IMT, gave an update from the GC Emergency Operations Center (EOC). The GC COVID-19 Incident Management Team was recently stood up to help deal with the COVID-19 pandemic. He gave the Board and Staff a briefing regarding who the IMT members were and what the current incident operations planning looked like. This included information on resource ordering, COVID-19 case statuses, and future planning for this event. There are 15 different agencies currently working for the EOC on the COVID-19 IMT. The EOC is following the guidance of Governor Polis in their decision making. The uncertainty of testing kit availability and testing requirements was discussed. The current testing requirement followed by Grand County is determined by the Center for Disease Control (CDC). There was further discussion on testing and where they can be obtained. Nick explained that the County is following the guidance of the CDC regarding testing but assured the Board that the EOC is confident that the folks that truly need the tests are getting tested. The Board asked how many ventilators were available. Nick noted that the logistics section is working on the logistics of County ventilators. Todd noted that there is no ICU in Grand County and explained that the few ventilators Grand County has are typically used for transport, not long-term care (due to lack of ICU units). Todd explained to the Board how they may join the daily 10 am call-in update from the EOC.

Chief's Report: COVID-19 has altered the day to day functions at the station; front door to the station is locked; in-person volunteer training is suspended; staff is working from home when possible. Garth asked if we had enough viral specific PPE for the responders. Todd explained that we have N95 masks in all the trucks and new ways to deal with bunker gear in response to exposure. The volunteers and staff will not be running any primary 9-1-1 calls and dispatch is screening for possible or confirmed positive cases so that we are aware before deployment to a scene. Although we do not have many new, specialized logistics in place for dealing with extra PPE and bunker gear (including decontamination), the main message is to slow down, assess, and make sure you have your mask and gloves on. Garth suggested the team also places a mask on the patient for precautionary measures. Todd then moved the discussion into our current Impact Fee Study. Fraser was not 100% on board with the study and how the increase in fees were calculated so it is currently on hold as the County and the Town of Winter Park (although they were in support of the study) did not want to move forward with its acceptance without cohesion with the Town of Fraser. Todd has been in contact with our Impact Fee Study

consultant and our legal counsel discussing the best action to take with this outcome. Todd suggested to the Board that the Impact Fee Study and the increase in fees be put on hold for the next year until the effects of COVID-19 are known. Todd would like to set up a workshop with the Town of Fraser in the meantime to discuss concerns with the study. The Board is concerned that Fraser's decision is due to a lack of education and true understanding of the Impact Fee. Todd suggested a workshop with the Fraser Board of Trustees and the County Commissioners before re-introduction of the Impact Fee study. Garth suggested that one on one meetings with the commissioners and Town Trustees could be very productive and helpful. Steve Loo asked what Dennis thought of the Town of Fraser's decision. Dennis noted that currently the Town of Fraser is very focused on workforce housing and raising impact fees could negatively affect progress in this area. They also do not believe that small workforce housing units should pay the same as a large affluent home, they would rather see a fee based on square footage. This alteration to the study will certainly be investigated so that all parties may find a working compromise. It is noted though, that calls for service do not diminish due to the size of the house; East Grand will still be sending the same number of responders and trucks to fight a blaze, no matter the size of the home. Developers fail to recognize the impact new development has on the communities need for service and its impact on EGFPD. Our calls are directly proportionate to the density of human beings in our County, and as homes increase, especially large rental homes, so do our calls for accidents, smells, and bells. Garth asked the Board if they agreed with September as a tentative date to reintroduce the Impact Fee Study to the County and Towns. The Board agreed. Todd noted that this will give him time to meet one on one with each Trustee to discuss impact fees and educate the members that impact fees are needed for our continued service to Grand County and not just an effort at a "revenue grab" from the District. Garth noted that although helpful, Todd's presence at all Town and County Board meetings can be challenging when trying to assert a personal agenda as one voice. Mark then moved the discussion to the EGFPD Strategic Plan draft in front of the Board. It is ready for its first review. Mark proposed that every Board member sit with Todd in the upcoming months, one on one, to discuss any ideas and revisions they may have. Garth suggested May's Board meeting as a time frame for the next discussion highlighting the Strategic Plan. This is agreed upon. Mark, Todd, new EMS Chief Good, Chief White (Grand Fire), and Alina Bell (Grand Fire) were visitors to Grand Lake Fire's Board of Director's meeting. It was well received and appreciated. Todd mentioned that the idea of having a County fire department BBQ this summer. Todd noted the new public liaison job description from South Metro in the Board's packet; told everyone to take a look. Wildland season is right around the corner. Calls have quieted down due COVID-19 and the temporary shut-down of many of our County's businesses.

Fire Prevention Bureau Report: New construction is still going strong. Dennis recently had an in-depth consultation with the Arlberg Club. They have a new Board Chair, Manager, and Chef. They are focusing on making the site as safe as possible regarding fire hazard. Dennis also noted that the schools in Fraser and Granby are busy planning remodels in order to increase safety and preparedness regarding school shootings. Fraser Valley Elementary is installing an upgraded sprinkler system. Dennis also noted the current status of Timber House Lodge. Although the building is notorious for fire hazard it is now safer with an alarm system and suspension to access to the top floor (lack of egress). It still needs a sprinkler system and suffers from limited access. It is employee housing for the resort but hosts far less occupants than it has in the past. Dennis met with the Town Building Inspector and they came up with a long list of violations / upgrades needing attention for them to move forward with increased lodging. There is discussion over the condition of the defensible space surrounding the building, smoking rules, and if the violations they were noted for need to be fixed as a recommendation or a requirement. Dennis noted that if they wanted to move forward, they needed to address the list of violations, but they have a five-year time frame to do so. It has been approximately two years. Garth asked for consideration of a letter being drafted as a joint effort with the Town and EGFPD Board expressing our concerns regarding the serious safety hazard to the residents and our firefighters if we were to have to fight a blaze at this building. Dennis moved on to close with an update on a decrease in plan reviews and new occupancy postings for Iron Horse Lodge.

Training Coordinator Report: Training this month has been cut short due to COVID19. Officers pre-planned the new Winter Park Chamber building and included townhomes. Before in-person training was shut down, the crew worked on a vehicle fire and tool familiarization. Applications for the recruit class closed March 18<sup>th</sup>. We have 10 applications and Jed is running background checks. Mark asked if we still run a joint academy with the other departments. It is always offered, but past outcomes have been not what we wanted as a District. The last few years we have gone our own way and fast tracked the recruits into an immersive training so they can get their pagers as soon as possible. They then have a year to complete their probationary task books. The County's Districts still assist one another in assessing candidates for Fire One, Haz Mat and State Certification Testing. Wildland is coming up in May; but may be altered due to COVID-19. Mutual aid training for this month has been cancelled. Garth asked if the

pack test would be waived this year. Steve is unsure and will look into it. Hose testing is set for May 13<sup>th</sup>. Aerial testing is getting scheduled. Steve is working on a grant for new radios and working on the old 481. Steve ordered a new Ford F-550 for our Type Six engine. Justin is catching up on our maintenance needs. Trying to keep the building sanitized. Front door is locked to the public, no recreational activity is allowed. Steve Loo asked for an update on the sale of the old 481. Front Range Fire Apparatus is not giving us the service we need in a timely manner. Adam and Steve are looking into other options for a repair shop as it is still too costly to try and sell the engine with a broken compressor / CAF system. The Board is concerned over the prospect of losing money on the engine and some alternative options are discussed such as donation to Grand Fire.

Mark asked for public comment. There was none.

Board Business: Colins, Cockrel, and Cole has provided us with a Disaster Declaration and Continuation of Disaster Declaration Resolution. The Disaster Declaration is complete and sent to required parties by Todd. The continuation consents to what Todd and the District are already doing as well as covering what may happen next with COVID-19. This document also helps to aid in any future requests for reimbursements if needed. Todd clarified the 25K disaster spending limit versus the 75K spending limit already in place for Todd. The 25K limit is specific to the COVID-19 outbreak.

- ❖ Director Garth Hein moved to approve Resolution 2020-3-25-01 Continuation of Declaration of Local Disaster Emergency. Director Rick Kramer seconded. Director Frank Dominguez moved to adjourn the meeting. Director Mark Pappas seconded. The motion passed unanimously.

Todd then passed out the Disaster Emergency Mutual Aid and Funding Assistance Agreement made between Grand County and the Fire Districts. It was reviewed by Linda and found to be satisfactory.

- ❖ Director Steve Loo moved to enter into the agreement with Grand County and the other Fire Districts for disaster emergency mutual aid. Director Frank Dominguez seconded. The motion passed unanimously.

Kristen made a typo on the current agenda regarding the executive session statutory authority the Board was meant to address for entering their session. Kristen posted 24-6-402(4)(g) when it should have read 24-6-402(4)(f). This will be corrected however the Board sees fit during the April Board meeting.

Director Mark Pappas moved to go into executive session per 24-6-402(4)(g) Personnel matters, identifying the person or position to be discussed. Director Garth Hein seconded. The motion passed unanimously.

The meeting was adjourned at 20:37 p.m.

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Mark S. Pappas

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Rick Kramer

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Garth Hein

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Frank Dominguez

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