

**Minutes East Grand Fire Protection District
Board of Directors Meeting
March 27th, 2024**

Board Directors Present: President Garth Hein (remote), Vice President Donald Maurais, Secretary Richard Kramer, Pension Trustee Brendan McGrath.

Staff Present: Chief Todd Holzwarth, Fire Marshal Dennis Soles, Assistant Fire Marshal Ryan Mowrey, Volunteer Coordinator Jed Henry.

Director Garth Hein opened the Board of Directors meeting at 18:08 p.m. There was a quorum of Directors present. There were no additions to the agenda. There was no public.

Director Hein administered the Pension Trustee Oath of Office to our new Pension Trustee member, Lt. Bredan McGrath.

The Board reviewed the February 28th, 2024 minutes.

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

Discussion of Financials: Chief Holzwarth gave the financial report in Kristen's absence. The WF General fund balance is lower than normal as we are trying to hold as much money as we can in COLOTrust for interest earnings. Todd presented the South Station budget sheet Kristen created. Director Hein asked why there was such a big jump in Big Valley invoicing between March and April. Todd explained the increase in expense covered the steel work from March we have yet to pay for. Don asked why the Worker's Compensation line item was at 60%. Todd noted that the calculation of our annual payment is based on a census done the previous year and then an audit done the current year, making the budget number somewhat of a moving target.

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

The Board of Director's meeting was recessed at 18:15 p.m.

The Board of Director's meeting was re-opened at 18:20 p.m.

Chief's Report: Progress at the South Station is coming along as planned. The slab pour on Saturday went well with no issues as it was heated and protected. Todd noted he has been seeing a lot of questions and RFIs generated. Garth asked for an explanation of what an RFI is. It is a "Request for Information," where the contractor legally documents questions / concerns and then meets with the architect or structural engineer to discuss / solve. Open Burn season is coming to an end. There was a big pile burned on the old Idlewild area over the weekend which generated a fair number of calls. We are a few calls ahead of last year with an uptick in gas calls due to heavy snow loads. Garth requested the 2023 Annual Report. Todd noted that it was almost finished. Garth requested that Todd get on the Town's and County's upcoming meeting agendas, especially to focus on the South Station progress. Todd has planned on it and has included a sheet dedicated to the South Station in the report.

Fire Prevention Bureau Report: The number of plan reviews received has been surprisingly low, but development reviews have picked up again. Dennis and Ryan are working on a Fire Prevention Safety Plan to give to contractors and developers in the beginning stages of new construction, especially for large buildings. The document will lay out safety measures to put into place from the onset of the project to help keep the building sites safe and accessible. Dennis and Ryan have also met twice with the TOWP Town Manager and STR manager. The inception of the program is moving along, and we expect to complete a trial run for our STR self-inspection program in the next week or so.

Training Coordinator Report: The four new recruits recently came in for their introduction to Academy and got sized for bunker gear, got their task books, and made a schedule for their upcoming training. Wildland trainings are coming up quickly with a sawyer cadre meeting held last Saturday for the 5-6 instructors / evaluators to get on the same page. Don requested Steve resend the link to the sexual harassment training.

There were no public comments.

Board Business: There was no Board business.

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

The meeting was adjourned at 18:42 p.m.

Garth Hein

Donald Maurais

Rachel Hoyhtya

Rick Kramer

Ryan Barwick