



Glacier View Fire Protection District

1414 Green Mountain Dr. • Livermore • Colorado • 80536

March 8th, 2021 at 7:00pm

Meeting was called to order at 7:06 PM via ZOOM

Board of Directors present: President Steve Switzer, Vice President Randy Golden, Treasurer David Thompson, Director Bill Salmon

Fire Department members present: Fire Chief Warren Jones, Assistant Chief Jim Perry, Captain Peter Henderson, member Eric Ford, and District Administrator Cheryl Franz

Public members: 4

Confirmation that there are no changes to the agenda

Introduction of potential Board of Director candidate was moved to after the CWPP approval

- 1. Secretary's Report:** Report was submitted and made part of the minutes. Vice President Golden made a motion to approve the February Board Meeting Minutes from February 8th, 2021 and the Special Board Meeting Minutes from February 15th, 2021 as presented. Director Salmon seconded. Call for discussion, no discussion. All in favor, the motion carried.
- 2. Treasurer's Report:** Treasurer Thompson presented the February Treasurer's Report. He reviewed the P & L Budget vs. Monthly Actual Budget and the Budget Overview vs Actual +/- Year-to-Date and stated that as of the end of February many line items were under budget and looks good. He stated that District Administrator Franz and he have been discussing tracking donations throughout the year. He noted that donations are put into the Operating Account general fund and not carried over year after year. His thinking is that the donations will be logged and presented each month showing if they are designated or undesignated. He would like to see the undesignated donations put into a Donations Reserve at the end of every year and then designated as seen fit. Vice President Golden entertained a motion to add to the documents each month a report that show donations that are undesignated or have been designated, keeping them separated for better transparency. Director Salmon seconded. Call for discussion, no discussion. All in favor, the motion carried. District Administrator Franz and Treasurer Thompson will work on this type of report for the April meeting. Director Salmon made a motion to accept the Treasurer's Report as submitted. Vice President Golden seconded. Call for discussion, no discussion. All in favor, the motion carried.

Community Wildfire Protection Plan (CWPP) was moved from Old Business as a representative from Forest Steward Guild (FSG) was on standby for any questions the Board might have.

Vice President Golden spoke on the meetings Chief Jones, Wildland Fire Captain Peter Henderson, and he had with the three agencies working with FSG on a CWPP. In addition, he reached out to RFL, Crystal and PCVFD, to see if they had any experience with a CWPP and any comments they might have. Crystal Lakes Fire sent a copy of their CWPP and it was sent out to the Board members. During the meetings they asked all three agencies what their priorities were and what the strengths were for them participating in a CWPP. All agencies stressed that their priorities were especially important in the process for wildfire protection. Once each agency was able to identify their priorities, they were able to get funding for the priorities through grants designed specifically for each priority. The agencies strength came with the outreach to the community. They praised FSG for how they reached out to the community and the how responsive FSG was in answering questions and giving feedback to the community.

Another topic discussed with the three agencies was how much money was spent on gathering information for the CWPP. One agency hired a separate entity to gather information for the CWPP report and later wished they had not done that. They thought it could be done inhouse by hiring their own people but realized that FSG could do the information gathering just as well. Another agency chose Phase Two of the FSG CWPP and chose to gather information themselves and give it to FSG, but they had designated paid staff that was able to do that, and it was a lot of work. All agencies recommended GVFD use FSG for information gathering as GVFD is a volunteer fire department and would be too much work to complete by volunteers.

Vice President Golden added that another high priority that each agency focused on was the ability of FSG to talk with the community about an evacuation process. Evacuations were high on their priority list, they talked about not evacuating some of the community, that the community would go to a different location instead of trying to risk congestion in getting out. The agencies stressed to their communities NOT to rely on the fire department to save their homes because it is not going to happen. The data that FSG prepares shows valuable information on what areas are higher risk, and if a wildland fire happens in that area, the chance of saving their home is not great. FSG encouraged each community to be prepared for unforeseen circumstances.

Chief Jones shared that of the three agencies they talked with; Elk Creek is in the process of doing the CWPP with FSG. Evergreen is just finishing their CWPP up now, and Genesee is also in the process of doing their CWPP. FSG has helped each agency develop an outreach system for their community.

Wildland Fire Captain Peter Henderson added that we need to remind ourselves that GVFD is not a paid organization and that the examples we had were with fire departments that had PT/FT staff and is a key factor in the decision on the CWPP. GVFD just does not have the time to do this type of work with limited personnel and limited funding.

Vice President Golden added that all agencies went with a 10-year plan with plans to update in five years and take a hard look the CWPP.

(CWPP – continued)

Treasurer Thompson added his findings as he went through plans from other agencies in Larimer County. Red Feather had a six-page CWPP while Poudre Fire Authority (PFA) had a 100-page plan. Most CWPP's were 10-15 years old, with only PFA's showing an update after 5 years. He believes that it is a good idea to have the CWPP publicized on the website to allow everyone to evaluate it. He would also like to suggest that GVFD use the budgeted \$3,500 dollars in the Firewise line item to help fund this project and the remainder of the project would be funded by the donations from the Cameron Peak Fire. Treasurer Thompson does support the CWPP, but also stressed the importance of getting our apparatus more serviceable, as some vehicle projects have been put back a few years due to funding. President Switzer agrees that we need to be cognizant of what we will and will not fund and the donations will fully fund the CWPP and will allow GVFD to stay within Budget to fund the ongoing vehicle maintenance in the long run.

Director Salmon agreed the CWPP is what GVFD needs to do. He suggested that this will be the beginning of the GVFD plan, then we need to move into a 10–15-year mitigation plan as we move forward, and we have actionable ways to get to the results from the CWPP.

Chief Jones highlighted how GVFD would carry the CWPP on in the future. He suggested the CWPP to be set up like the 10-year Capital Equipment Replacement Plan with annual projected projects and schedule out tasks, based on the plan with the cost, over a period of ten years. GVFD will have the plan in place for future years no matter the change in Board Members, Chief, or Officers.

Chief Jones suggested two motions.

Move to authorize the President to sign a contract acceptable to the District's attorney with the Forest Stewards Guild to produce a Community Wildfire Protection Plan in accordance with Proposal 1 presented to the Board on February 8th, 2021 in the amount of \$36, 440.

Vice President Golden proposed that we adopt motion one as read by Chief Jones. Director Salmon seconded. Call for further discussion, no discussion. All in favor, the motion carried.

Move to appropriate undesignated donations from the Cameron Peak Fire to the production of the Community Wildfire Protection Plan by Forest Stewarts Guild for \$32,940 and apply the designated \$3,500 in the 2021 Budget to fund this contract for the full amount of \$36,440.

Director Salmon motioned to approve as read by Chief Jones. Vice President Golden seconded. Call for further discussion, no discussion. All in favor, the motion carried.

Chief Jones will get with District Administrator Franz to get with both FSG and GVFD attorney to move the contract forward. The Board will finalize the core team to work with FSG on the CWPP at the April meeting.

Open Board Position Candidate – Secretary Paul Lameiro stepped down from the Board due to moving off the mountain. The Board had one self-nominated candidate for the vacant Board position.

(Open Board Position Candidate – continued)

The Board invited Gordon Cunningham to introduce himself. Mr. Cunningham stated that he had been involved with Search and Rescue in Montana, on the snowmobile team and also, part of the back country and wilderness rescue team. He was involved with wildfires in Montana as ground support and was an equipment operator. He worked at a mine in Montana on the underground rescue team and was part of their transportation system. He has a BS degree in Diesel Technology. While a student, he was part of the Student Support tutoring students in his field of study. He served as President for a year with the organization. His career took him all over the country to various jobsites. Gordon retired in 2019. He has been involved with the North 40 Food Pantry and works for a contractor up in the Glacier View area. He has his own business in underground utility testing. Gordon would like to get more involved and would like the opportunity to serve on the GVFD Fire Board and learn about the department and community.

President Switzer and Director Salmon felt Gordon had a lot to offer to the Board and would make a good fit with the rest of the Board. The Board unanimously appointed Gordon Cunningham to Board of Directors to complete the term of the recently resigned Board member. All in favor. The Board will swear in Gordon and sign documents in the office on Tuesday.

3. Chief's Report: Report submitted to Board.

Chief discussed his bullet points as submitted in his report to the Board.

Covid-19 Update – He continues to watch the numbers of positive cases in Larimer County because it directly effects our operations. We have been at a plateau for the last couple of weeks. Vaccination process is moving fast in the county and they are providing mass vaccination clinics. CDC just released their new guidelines for those who have been vaccinated. Chief Jones will look to move forward to using the classroom for trainings in the next couple of months. He also stated that we will continue to use Zoom as needed.

DFPC – Denver Fire Protection Center - Wildfire Resource Funding Guidelines – See Attachment. Chief Jones stated that this is a guide on how DFPC would provide reimbursement to GVFD out of the State funds, if we have fire costs from a large fire. He said the state will reimburse costs should GVFD need it on a wildland fire, but limited. Chief Jones said that GVFD usually passes a bigger wildland fire onto the county where the county will absorb the cost of the wildland fire.

Larimer County Hazard Mitigation Plan (HMP) – Chief Jones stated that the last HMP plan was done in 2016. The county is updating the plan and lays out how significant the hazards are, how frequently they are expected to occur, and various response and mitigation strategies that are involved in each scenario. See Attachment. GVFD is in the Appendix, Table I1 which lists all the hazards down one side and frequency, extent, severity, and overall significance across the top. Chief Jones shared that GVFD has three high overall significance hazards here in GVFD; biological hazards – covid, wildfire(catastrophic), and winter storms.

NLCERA – Northern Larimer County Emergency Rural Area. Chief Jones mentioned that NLCERA administers the contract between the seven fire districts and all of us collectively with UCH Ambulance Service. They make yearly updates and there are a few changes to amendments this year that will not affect GVFD negatively. Chief Jones stated that he will bring this before the Board in the future.

Firewise – Chief Jones reported that the Community Firewise Event is moving along. Member Doug Bond will be chairing the Firewise Committee. Other Committee members include member Eric Ford, District Administrator Cheryl Franz, Dave Burk, and a few more. He stated that the Firewise event is tentatively scheduled for Saturday, July 10th. The first meeting will be Wednesday, March 10th.

New Members – Chief Jones shared that right now there are 23 members with one leaving at the end of summer. He is working right now to bring on 2-3 more members so we can go into the wildland fire season with a full roster.

4. District Administrator Report: Report submitted to Board

District Administrator Franz highlighted the SGSH grant for the generator/security fencing project. She stated that during the preliminary hearing GVFD had to offer to pay the 20% match portion of the security fencing which was originally to be paid by SHSG at 100%. This is only the preliminary and GVFD's current obligation is to pay out \$7,861 from the Grant Reserve and SHSG will pay out \$31,442 in grant funding for the whole project. District Administrator Franz stated that this project will not be started until the end of 2021 or into the first quarter of 2022.

5. Committee Reports:

- (a) **Website Committee – IT Committee** (Steve Switzer, Randy Golden, Cheryl Franz) In District Administrator Report - Streamline is moving forward with incorporating GVFD's new website glacierviewfire.gov from the old domain name glacierviewfire.gov.
- (b) **Handbook Committee** – (President Switzer, Randy Golden, Cheryl Franz) In District Administrator Report – In District Administrator Report
- (c) **Patronage Committee** - (David Thompson) Treasurer Thompson had nothing new to report.
- (d) **Budget Committee** – (Dave Burk, Fred Delano, David Thompson, Cheryl Franz, Warren Jones) Dave Burk stated that it is up to the Board to review the proposal he presented last month and would like answers from the Board next month so when the Budget Committee starts, they can start with the Board's directions in mind. He is aware of the Chief's concerns about the deadlines and suggested the Chief get with the Board to set deadlines for submittal if they so choose.

President Switzer stated that this would be firmed up at the April Board meeting. Dave will plan on the first Budget Committee meeting after the April meeting.

6. **Unfinished Business:** Community Wildfire Protection Plan – moved to after Treasurer Report
Poudre Valley REA Pilot Program – Energy Assessment – In District Administrator Report

7. **New Business:**

8. **Public Comment:**

Captain Peter Henderson and Assistant Chief Jim Perry expressed their gratitude for the Board moving forward with the CWPP.

Dave Burk asked when the Board thought they would go back to live meetings. The Board will look to return to live Board Meetings in May.

Paul Lameiro was encouraged by the comments from Vice President Golden and looks forward to doing some mitigation in the area and hopes to see everyone around.

9. **Directors Comments:**

Treasurer Thompson welcomed Gordon Cunningham as a new Board Member.

Vice President Golden thanked Chief Jones for helping contact the agencies and setting up the Zoom meetings and making it easy to communicate with everyone.

Director Salmon recognized everyone for their great work. He thanked Vice President Golden, Chief Jones, and Peter Henderson for doing the research work on FSG with the different agencies. Director Salmon thanked Dave Burk for his work on the Budget Committee.

President Switzer stated that there are a lot of moving parts in GVFD at this time and feels like they are all moving along in a good direction. He thanked everyone for all the work everyone has been doing.

Adjournment: President Switzer entertained a motion to adjourn the meeting. Vice President Golden accepted the motion. Director Salmon seconded. Meeting adjourned at 8:22PM.

Respectfully submitted by

Cheryl Franz
District Administrator

Next Scheduled Board Meeting: Monday, April 12th, 2021