



Glacier View Fire Protection District

1414 Green Mountain Dr. • Livermore • Colorado • 80536

May 10th, 2021 at 7:00pm

Meeting was called to order at 7:04 PM via in-person and ZOOM

Board of Directors present: Vice President Randy Golden, Treasurer David Thompson, Secretary Gordon Cunningham, Director Bill Salmon

Excused absence: President Steve Switzer

Fire Department members present: Fire Chief Warren Jones, Assistant Chief Jim Perry, Assistant Chief Peter Henderson, members Donnie Smith and Casey Johnson, and District Administrator Cheryl Franz

Public members: 2

Confirmation that there are no changes to the agenda

GVFD fire department members Donnie Smith and Casey Johnson were sworn in and presented with number badges for their helmets. Peter Henderson was recognized as a new Assistant Chief. Peter will oversee Wildland Fire Operations. He will be sworn in at the June meeting.

- 1. Secretary's Report:** Report was submitted and made part of the minutes. Secretary Cunningham reported that the April minutes were ready for approval. Vice President Golden made a motion to approve the Board Meeting Minutes from April 12th, 2021 as presented. Director Salmon accepted the motion. Treasurer Thompson seconded. Call for discussion, no discussion. All in favor, the motion carried.
- 2. Treasurer's Report:** Treasurer Thompson presented the April Treasurer's Report. He reviewed the P & L Detail, P & L Budget vs. Monthly Actual Budget, and the Budget Overview vs Actual +/- Year-to-Date. He highlighted the Checks Over \$1K. \$1,664 was spent on propane and \$2,319 was used to purchase new helmets, badges, and name tags. GVFD received \$950 in donations and the total was added to the Donations Year-to-Date Report by District Administrator Franz. Vice President Golden made a motion to accept the Treasurer's Report as presented. Director Salmon accepted the motion. Secretary Cunningham seconded. Call for discussion, no discussion. All in favor, the motion carried.

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

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

Covid-19 Update - Chief Jones reported that the Covid numbers in Larimer County are heading in a positive direction. The numbers have dropped to about what they were in October of 2020. Restrictions are beginning to lessen in Fort Collins. Chief Jones stated that about 70-80% of the membership are vaccinated.

CWPP – CWPP will be addressed in the Committee Report

New Members – Chief Jones stated that he was in contact with one other person interested in volunteering. GVFD will have a membership of 25 going into Summer and will not look for any new members until Fall. All the probationary members are moving through their check off sheets to become full members.

EMT Training – Chief Jones stated that there will be three members attending EMT class this Fall, Cheryl Franz, Andy Brown, and Jessica Fritts. All have been accepted into Front Range Community College. The Officers are in full support of this training opportunity which will allow GVFD to have more medical staffing available. Andy has submitted an EMS Training Grant which would help cover half of the tuition for each student.

Community Slash Piles – Chief Jones stated that GVFD was unable to burn the slash piles in GVM. HE said that GVFD is unable to comply with the weather requirements that are on our burn permit. The air quality requirements on large piles are extremely strict on the permit. Assistant Chief Henderson has made three attempts to burn the slash piles, but within a twenty-four-hour period the forecast and atmospheric pressure changes making it unsuitable to burn. Chief Jones will be sending a letter to Larry at GVM to start talking about other options to get rid of the slash piles. He believes that burning large slash piles within developed areas will become a thing of the past. Secretary Cunningham suggested the use of a commercial chipper. Chief Jones agreed that could be an option and that the slash piles may fall under the CWPP.

Positive social media postings – Chief Jones stated that there have been posts on NextDoor in the past several weeks with positive feedback about GVFD and their response on medical calls. One call was a medical that Cheryl and Andy were on, and the patient was complimentary of the actions that the patient had received and how they interacted with the patient. Chief Jones thanked Andy and Cheryl for a good job. Chief Jones stated that there was also a small fire in GVM. Assistant Chief Henderson was the incident commander. Through all the NextDoor comments on the fire there were several positive comments about the fire department. Assistant Chief Henderson was recognized for the extra effort he took to track down the cause of the fire. He located where sparks were coming off a damaged powerline. He was able to talk with PVREA, who would be coming up to inspect all damaged lines due to the recent heavy snow. Chief Jones stated that there was good performance on the fire and this puts GVFD in a

(Chief's Report – continued)

good position for wildland fire season. Chief Jones thanked Assistant Chief Henderson for his work on the fire.

LETA-911 Alert System – Leta (Larimer Emergency Telephone Authority) manages the 911 service. Chief Jones noted that LETA will be renegotiating their contract with all agencies in Larimer County. GVFD is a small player within the system of agencies, and we should be getting the contract soon. Chief Jones stated that PFA and Loveland Fire are bigger players in the contract, and we share the same attorney, so we will be looking for guidance from the other agencies when we receive the contract to avoid any legal expenses.

Discrepancy in Boundary line - Chief Jones said he was notified by the Poudre Canyon Fire Chief that there may be a discrepancy with GVFD District boundary line within the Boy Scout Camp area. This should not be an issue for GVFD, but rather in the Boy Scout area. Chief Jones stated that the Boy Scout Camp is a non-taxing area and GVFD only covers a small portion of the Boy Scout area. He will be working with the Poudre Canyon Fire Chief and repeated to the Board that this is not an issue for GVFD, but the Board may have to do a motion of some kind at another Board meeting.

Helmet Shields – Lynn Creekmore was involved in purchasing helmet shields and badge numbers for all the members. Chief Jones mentioned that when GVFD is in the field Chiefs are recognized by white helmets, Captains have red helmets, entry level members have black helmets, all other members have yellow.

Promotion – Captain Peter Henderson was promoted to Assistant Chief. He has been doing a fantastic job managing the wildland program. Chief Jones commented that since wildland is becoming one of the major programs it deserves the status of having an assistant chief. Peter graciously accepted the Assistant Chief promotion and will be sworn in at the June Board meeting. Chief Jones is glad to have him as part of the management team. The Officers are as follows:

Assistant Chiefs: Dan Knox, Jim Perry, Peter Henderson

Captains: Ryan Hammack, Bridget Knox

Chief Jones thanked Peter and stated that they will be filling the other Captain position soon.

4. District Administrator Report: Report submitted to Board

District Administrator Franz asked for Board Approval to accept the Annual Insurance Packet which was sent out over the last month. The insurance packet will be put into the Appendix of the Handbook. District Administrator Franz reminded the Board that we are at the end of the three-year rate guarantee, which will end April 2022. GVFD will have an 8% rate increase next year due to the GVFD roof claim in 2019, and surrounding property claims from hail and other weather-related claims. Director Salmon made a motion to accept the Annual renewal for

(District Administrator Report – continued)

insurance as submitted by District Administrator Franz. Vice President Golden seconded. Call for discussion, no discussion. All in favor, the motion carried.

District Administrator Franz has distributed the Beneficiaries and asked the Board to stop in to complete theirs. All beneficiaries have been given to the members to fill out and return.

District Administrator Franz and Treasurer Thompson reviewed documentation for the Un-designation and Designated donations from the Cameron Peak Fire. After review, just before the Board meeting, the document was revised and will be updated and sent out to the Board as Obligated and Unobligated Donations. District Administrator Franz will transfer a total of \$42,388.40 into an Obligated Donations Reserve and continue to track specific obligated donations within the Reserve Account. Of the \$42,388.40, \$9,448.40 of the Cameron Peak Fire is Unobligated. The remaining \$32,940 is for the CWPP and will be paid out as per the stated contract with The Ember Alliance.

5. Committee Reports:

(a) Website Committee – IT Committee (Steve Switzer, Randy Golden, Cheryl Franz) Submitted in the District Administrator Report – District Administrator Franz added that Director Salmon and she are asking those present to help look for an IT volunteer to help set up the training room to adapt to future changes in meeting/training presentations. She also added that the laptop purchased to take off site does not have a compatible HDMI drive and she will have Andy check out what can be done. Director Salmon added for people to start thinking about how we might integrate our user knowledge of what we are going to need to know when we put together the IT for the department.

(b) Handbook Committee – (President Switzer, Randy Golden, Cheryl Franz) Submitted in District Administrator Report. Nothing further to report.

(c) Patronage Committee - (David Thompson, Gordon Cunningham) Treasurer Thompson added that the committee is starting up. Secretary Cunningham has begun making contacts with potential donors. Treasurer Thompson is waiting for a list from Operations of items needed that are under \$5K for non-budgeted items and non-capital items. However, if a donor wants to give more to GVFD the committee will present the Capital Replacement items to them. Business cards are being made to help identify the GVFD Patronage Committee members.

Treasurer Thompson asked for an update of Capital Equipment Replacement pricing. It was decided by the Board that this would be done by the Fire Chief every two years.

(d) Budget Committee – (Dave Burk, Fred Delano, David Thompson, Cheryl Franz, Warren Jones) Dave Burk stated that the Budget Committee has met three times. He thanked the Chief for getting the Budget Committee a fire department member. Dave shared his appreciation for the four members who agreed to participate throughout the 2022 Budget process.

(Committee Reports - Budget Committee – continued)

Chief Jones asked the Board Committee to consider making an approval to allow spending money on a new squad by setting a spending cap. This would make it so the Assistant Chief's don't have to come to the Board and miss a potential purchasing opportunity. Secretary Cunningham agreed. Director Salmon made a motion for the Fire Chief to enter into a purchase for a squad of up to \$30K without going back to the Board for approval. Call for discussion. Treasurer Thompson asked if that was the priority of Operations. Assistant Chief Henderson agreed with the Squad purchase and the rescue tool purchase as priorities. Director Salmon supports the direction of the priorities. Vice President Golden agreed. Treasurer Thompson asked for clarity of how the squad would be used so it would be used to its full effectiveness. Chief Jones stated that GVFD would go back to the squad system used in the past years and the new squad would be located at a member's house. Secretary Cunningham felt that if it is a priority item, and we can find one that is in our budget, we need to be ready to buy it and would consider this request. Director Salmon amended the motion to state that the Fire Chief is authorized to spend up to \$30k for the purchase of a squad including all installation of equipment without coming back to the Board for approval. Call for discussion. No further discussion. All in favor, motion carried.

Treasurer Thompson wanted clarification from the Board that the 3% increase to the 2022 proposed Budget would not include CWPP. It was stated at the last meeting that GVFD was entering the CWPP with the donated funds from the Cameron Peak Fire. The Board agreed that the 3% to the 2022 Budget would not include the CWPP. Chief Jones verified that the CWPP was a special project funded by the donations received from the Cameron Peak Fire.

Dave Burk let the Board know that the committee will be working on the budget within the guidelines set by the Board last month and stated that Chief Jones and Officers will have the budget numbers to the committee by the first of June instead of the 15th of May. He stated that timeline would work for the Budget Committee. The Budget Committee will bring forward thoughts of strategic ideas for the future that Chief Jones has brought up and if the Board determines that these are priorities than the Budget Committee will move forward to integrate into the budget process. He thanked Fred and District Administrator Franz for helping prepare the current budget numbers.

Dave discussed the Board's decision at last month's meeting to develop a strategic budget survey of questions that could be sent out to the community. Director Salmon, Dave, and District Administrator Franz met and came up with questions relative to the budget and strategic plans for GVFD. The questionnaire will be presented to the Board at the June meeting for approval.

(e) Firewise Committee – (Doug Bond, Eric Ford, Dave Burk, Cheryl Franz) District Administrator Franz stated that Doug and Eric have been working hard to put the Firewise Event together. Flyers have been made and fire member Donnie Smith will be going to the local schools for a presentation and to hand out flyers. Doug has emailed vendors through the office and has had several confirmations come back.

Dave stated that in the past Firewise has done a Slash-N-Haul event to help individuals who have mitigated their property. Due to GVFD not being able to burn the GVM community slash piles this year it was decided that the Slash-N-Haul event would-be put-on hold at this time. There was continued discussion and Chief Jones stated he would like this to be part of

(Committee Reports – Budget Committee – continued)

the CWPP and will tie the event back in next year. The Board confirmed that Firewise will not have the Slash-N-Haul event this year but will incorporate the event into CWPP.

(f) CWPP Committee – (Warren Jones, Peter Henderson, Bill Salmon, Randy Golden)
Chief Jones stated that the CWPP contract has been executed. However, The Ember Alliance would like to consider a change to the contract in the way the payments would work. The Ember Alliance would like to go to monthly payments, with some money up front, to fund the start of the project. Chief Jones will suggest to The Ember Alliance to follow the amendment conditions as stated in the original contract. He will bring the amended contract back to the Board for approval when received. Director Salmon asked Chief Jones to advise the Board should there be any unforeseen actions that need to be resolved with The Ember Alliance.

(g) Newsletter Committee – (Cheryl Franz, Steve Switzer) District Administrator Franz reported that preparations are being made to put out a newsletter at the end of June. The Newsletter will cover CWPP, GVFD Officer introductions, Firewise, and Slash Pile News.

6. Unfinished Business: No additional comments in unfinished business.

7. New Business:

Wildfire Briefing - Assistant Chief Henderson briefed the Board on the 120day Wildland Fire forecast for the upcoming months. Larimer County is sitting good with the drought monitor and is not currently in a drought situation. Our basins and snowpack's are well above 100%. We are transiting into a new weather pattern that should bring more moisture to our area for July and August. Our large fire potential is for later in the summer. Peter stated that for resources Larimer County has put together a full-time Initial Attack Module which would be 6-8 people we can utilize for assistance on our fires. The State and Federal agencies, Colorado Department of Fire & Prevention and the Colorado State Forest Service, and local agencies will keep their staffing & equipment as normal and can assist GVFD with mutual aid. On the aviation contact list are 2 small single engine tankers, a hand full of different sizes of helicopters, and a couple of air tankers that can assist with for a wildfire. The wildfire resource funding guidelines came out and we can be reimbursed should we need to order aircraft. As far as our preparedness at GVFD there are multiple classes the members have taken and class opportunities coming available. Peter confirmed that all GVFD's equipment is fire ready. Peter received approval from Chief Jones to respond POV to any wildland fire calls in the area allowing immediate eyes on the fire situation and to start communication with local, State, or Federal agencies as needed. His expectation for the group on wildland fires is for aggressive initial attack for the wildland season by staffing apparatus and keeping the situation safe, and the fire small. District Administrator Franz and Peter have completed the Colorado Reimbursement Resource Form that allows GVFD to be reimbursed for having our equipment out if the State or Federal agencies need our assistance on a wildland fire within our county.

2023 Sunset on the 1.15 Mill Levy – Chief Jones stated the Budget Committee is starting to talk about the 1.15 Mill Levy that is currently being used as a bond and is payment for our current fire station as well as building maintenance for the station. The 1.15 Mill Levy will sunset in 2023 and will have to go to election for the voters to allow GVFD to keep the 1.15 Mill Levy. It was suggested that the Board form a committee. This will be on the Agenda for the next Board meetings.

8. **Public Comment:** No public comment

9. **Directors Comments:**

Treasurer Thompson welcomed the new members.

Secretary Cunningham welcomed the new members and congratulated Peter on his promotion to Assistant Chief. He made the Board aware of the support of the fire departments from all the surrounding communities on the mountain.

Director Salmon congratulated Peter as Assistant Chief and for his coordination of the wildland team. He expressed his appreciation to Chief Jones and the work done on the CWPP. Director Salmon welcomed the new members and recognized District Administrator Franz on all the work she has done. He sent blessings to President Switzer for improved health.

Adjournment: Director Salmon entertained a motion to adjourn the meeting. Treasurer Thompson accepted the motion. Vice President Golden seconded. Meeting adjourned at 8:17PM.

Respectfully submitted by

Cheryl Franz
District Administrator

Next Scheduled Board Meeting: Monday, June 14th, 2021
The Board meeting WILL BE in-person.