



Glacier View Fire Protection District

1414 Green Mountain Dr. • Livermore • Colorado • 80536

November 13th at 7:00pm

Meeting was called to order at 7:00 PM

Board of Directors present: President Dave Burk, Vice President Warren Jones, Treasurer David Thompson, Secretary Lee Lamb, and Director Steve Groeteke

Fire Department members present: Fire Chief Dan Knox, Assistant Chief's Peter Henderson and Jim Perry, District Administrator Cheryl Franz

FACA Members: Tom Hausfeld, Ted Sammond, Henry Hudson

Public members: Kathy Hudson, Fred Delano

1. **Secretary's Report** - Report was submitted and made part of the Board Packet. The Secretary's Report was moved to the end of the Agenda.
2. **Treasurer's Report** - Report was submitted and made part of the Board Packet. Treasurer Thompson highlighted Checks Over \$1K: \$1,332 is for the IT Upgrade, Rose Trucking was issued a check for \$12,510 for driveway work at the station, \$1,494.17 was used to purchase 3 iPads and two keyboards for FACA through Best Buy Advantage. 3rd Qtr Payroll Taxes were paid to the US Treasury, \$1,647.94. \$3,322.49 was paid to First Bank for Visa purchases which included EMS Training and the purchase of a Multi Gas Detector. The Treasurer added that on the annual P & L is sitting at 93% on expenses and noted that they are driven by the building repair, IT upgrade, and parking lot work which will be funded by the Money Market Reserve Account and will be reflected in the Net Ordinary Income.

Vice President Jones moved to accept the Treasurer's Report as presented. President Burk seconded. Call for discussion. No discussion. All in favor. Motion approved 5-0.

3. **Chief's Report** – Report submitted and made part of the Board Packet. The Chief's oral presentation closely followed the information in the Board Packet.

Topics discussed in the Chief's report included the El Pomar grant which will be reviewed on December 5th. The Chief is getting radios to test in preparation for radio upgrades in 2024. The Chief attended a meeting with an Assistant Chief, the GVM HOA and the Larimer County Office of Emergency Services and reached an agreement on the 2024 slash pile burning with GVFPD assisting if possible.

The parking lot grading, drainage, and hardening project is mostly complete. The culvert will be lengthened at the entrance, some spots will be widened, and grading will be redone.

The Chief discussed COVID as presented in report.

The Chief's Report did not result in a motion and no action was taken by the Board.

A report from the Apparatus Committee was submitted and made a part of the Board Packet. Additional documents were presented at the meeting and will be included in the Board Packet. The documents were discussed, and it was mentioned that the cost of the apparatus would be going up in March/April of 2024. The Board discussed interest rates, lease-purchase verse cash purchase, Prop HH funds, and the details of funding an Escrow Account with Sourcewell. The Apparatus Committee is looking for a decision at the January meeting and will bring back the requested information by the Board which includes a discount on apparatus if cash purchase, accessibility to the Escrow Account and interest rate, risk if GVFPD pulls out of the apparatus purchase, and a timeline for the Apparatus Committee. It was suggested to set up a Board Work Session and the Board will contact the Chief with additional comments if needed.

This discussion did not result in a motion and no action was taken by the Board.

4. **District Administrator's Report** – Report submitted and made part of the Board Packet. The District Administrator's Report was presented as submitted. Highlights included the November Election and Prop HH failure to pass. The Administrator reported that the generator grant is complete. The approved 2024 Proposed Budget was submitted in the packet with the inclusion of asterisk's by the affected line items that coincide with the \$162,655 of additional funding. which my result from the failure of Proposition HH. The District Administrator submitted a report showing grants received over the last three years noting that GVFPD has been awarded approximately \$72K in grant money with GVFPD matching approximately \$32K.
5. **Fire Adapted Community Alliance Report** – (Tom Hausfeld) Report submitted and made part of the Board Packet. Report presented as submitted. In addition, the coordinator presented the equipment box to the Board that FACA will be using during their assessments which included administrative packets, iPads, laser pointers, Home Ignition Zone brochures, introduction pamphlets, a sample report, and a waiver folder. Seven Ambassadors are trained and nine people will be reading assessments. Once the liability waiver form is completed the Ambassadors will move forward with their assessments.

Other highlights included the Community Wildfire Defense Grant and other grant opportunities as presented in the report. Two FACA members will be attending a class in Loveland and will bring a report back to the December meeting.

6. **Committee Reports:**

- a. **Budget Committee** – (Fred Delano, Dan Knox, David Thompson, Cheryl Franz, Tom Hausfeld) Nothing to report.

7. **Unfinished Business:**

- Attorney Contact** – Report will be moved to December
- New Generator** – In District Administrator's Report
- IT Upgrade** – In District Administrator's Report

8. **New Business:**

FACA – Follow up from November 1st Board Attorney Work Session – President Burk presented a Staff Report as submitted in the Board Packet. Take-aways were highlighted by those who attended, which included the confusion of where the Fire Adapted Community Alliance (FACA) fits in the organization by Legal and insurance agent, the FACA name, and member-emergency/volunteer–non-emergency descriptions. Take-aways were a proposal to change, the name of FACA, change FACA's placement within the GVFPD organization with a formal Organizational Chart, combine Member and Non-Emergency Volunteer Handbooks with detailed

classifications of a member and membership status, review of our CWPP – Wildfire Risk Reduction efforts and update them, amend the September 2022 FACA Resolution of the Board, and create Administrative Processes to address these takeaways. The Board discussed each takeaway in great length. It was suggested that a task force be developed to address these takeaways. The President agreed to add FACA to the Agenda of the March 11th, 2024 Board Meeting.

Further discussion included comments by Director Groeteke that the FACA had already been made a part of the GVFPD organization by the Resolution of September 12, 2022. Director Groeteke distributed a copy of that Resolution (Appendix A). The Resolution established a “program” titled The Fire Adapted Community Alliance, made FACA a Standing Committee of the Board, and described the sources of membership in the FACA committee as coming from “the GVFPD membership, community members representatives of homeowner associations and other organized groups.” Director Groeteke also discussed the Board’s Work Session. Director Groeteke distributed a written document summarizing that Work Session (Appendix B). The Board discussed the difference between a “member” and other volunteers within the GVFPD. One suggestion was that the Chair of the Budget Committee be recognized as a “member” of the GVFPD covered under the revised handbook(s). Other discussion focused on the breadth of actions to be assigned to the task force and the deadline for receiving the task force’s report. Finally, the discussion included an expectation that a chairman of the FACA task force will be established during the first meeting of the Task Force.

Vice President Jones **moved** to establish a short-term task force to make recommendations to the Board no later than March 11, 2024. The recommendations from the task force should address the following: (1) the name and place in the GVFPD organization of the entity now known as the Fire Adaptive Community Alliance (FACA); (2) a resolution of the Member Handbook issue, (3) an amendment to the Board Resolution dated September 12, 2022 to more accurately describe the function of the FACA; (4) actions to tie up various loose ends of the structure and function of the FACA; (5) clarifications to the CWPP “table;” and (6) steps needed to develop administrative processes related to these actions. Further, to serve as members of this task force the Board appoints FACA Coordinator Tom Hausfeld, Chief Dan Knox, President Dave Burk, Director Steve Groeteke, and District Administrator Cheryl Franz. Secretary Lamb seconded. **Call for discussion. No discussion. All in favor. Motion approved 5-0.**

Addition to minutes of November 13, 2023 During the Board Meeting of January 8, 2024, Director Groeteke read additional comments regarding the Board Work Session and asked that four paragraphs of be added to Appendix B of these minutes. Secretary Lamb Moved to add the four paragraphs to the November 13, 2023. Vice President Jones seconded. **The motion to amend the minutes of November 13, 2023 was approved.** See first four paragraphs of Appendix B.

Grant Policy – Staff Report submitted in the Board Packet. Board discussion followed on the pros and cons of a Grant Policy. It is suggested that there should be a Grant Policy, but more detail is needed. No action was taken.

2024 Goals/Needs by Department – The was a proposal that each department head and Board members present their 2024 goals or needs in February 2024, outlining projects, support needs, and budget needs. No action was taken.

9. **Secretary’s Report** – President Burk moved to approve the Secretary’s Report as presented. Treasurer Thompson seconded. **Call for further discussion. No further discussion. All in favor. Motion approved 4-1.**

10. **Public Comment** – No Public Comment

11. Director Comments -

Treasurer Thompson apologized for being unable to make the past Work Session and was glad to see all the groundwork that was covered.

Director Groeteke thanked Operations and all the FACA volunteers for everything they do.

Vice President Jones thanked everyone who does the work in the organization. He is glad that the Board is on the road to making FACA work within the organization and would like to talk about Staff Reports at a future date.

Secretary Lamb suggested that any report given to the Board that needs Board Approval should be stated in the report.

BOARD ACTIONS TAKEN:

Secretary's Report – Board Meeting Minutes – November 13th, 2023 - approved

Treasurer's Report – November 2023 – approved

Short Term Task Force - approved

Adjournment: President Burk moved to adjourn the meeting at 09:18PM. Director Groeteke seconded. Call for discussion, no discussion. All in favor. Meeting adjourned.

Respectfully submitted by



Berton Lee Lamb - Secretary

Cheryl Franz – Recording Secretary

01-16-2024

APPENDIX A

RESOLUTION NUMBER 2022-09-02

GLACIER VIEW FIRE PROTECTION DISTRICT

RESOLUTION TO ESTABLISH THE FIRE ADAPTED COMMUNITY ALLIANCE PROGRAM TO IMPLEMENT THE COMMUNITY WILDFIRE PROTECTION PLAN

A RESOLUTION establishing the Fire Adapted Community Alliance Program to reduce wildfire risk to the residents, visitors and property owners of the District.

WHEREAS, the Glacier View Fire Protection District is located within the identified high risk Wildland Urban Interface area as designated by the Larimer County Hazard Mitigation Plan, and

WHEREAS, the Glacier View Fire Protection District and its residents have suffered significant losses due to wildfires, and

WHEREAS, the Glacier View Fire Protection District has produced a Community Wildfire Protection Plan which has been approved by the Board and the Colorado State Forest Service.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE GLACIER VIEW FIRE PROTECTION DISTRICT, LARIMER COUNTY, COLORADO:

1: Establish a wildfire risk reduction program titled The Fire Adapted Community Alliance including maintaining designation as a Firewise Community, and

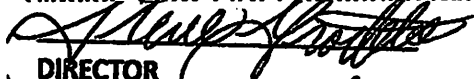

2: Locate the new Fire Adapted Community Alliance under the Board with a designated Board liaison, and

3: Establish a standing Fire Adapted Community Alliance committee with members from the GVFPD membership, community members, representatives of homeowner associations and other organized groups within the district to plan and implement actions focusing on prevention, safety & evacuation, resident mitigation, partnerships & community engagement, and landscape treatment.

4: Appoint, on recommendation of the Fire Adapted Alliance Committee a Fire Adapted Community Coordinator, and

5: Amend the District Handbook and Budget to reflect this new program, committee, coordinator.

ADOPTED this 12th day of September, 2022, by the Board of the
Glacier View Fire Protection District.


DIRECTOR

DIRECTOR



APPENDIX B

Suggestions from Director Groetke Related to 11/1/23 Work Session Regarding FACA Activities-Liability and Insurance

Paragraphs added by amendment:

These comments are in regard to, FACA— Follow up from November 1st Board
Work Session:

In addition to Providing the Appendix A (copy of the September 2022 FACE
Resolution) and Appendix B (Suggestions Related to the 11/1/23 Work Session) as
presented in the minutes, I made several observations regarding the 11/1/23 Work
Session in my opening remarks, that have been left out of the minutes as presented. I
believe those observations are very important as to the functioning of this Board. As
you recall (and the recording should confirm) I stated that following our Wotk Session,
I was troubled as to why would our insurance agent tell us he could not insure our
FACA volunteers because they were “not members?” That was until a few days later I
received a draft of the minutes from our Administrator.

For whatever reason upon reviewing the minutes it jumped out at me in the listing of
individuals present. Board members, present and excused, were listed, “Members
present” were listed, Roundtable Attendees were listed, and “Public Members” were
listed. That is when it hit me. I did not recall any “Public Members” present at the
meeting. However, Henry Hudson was present and not listed anywhere else, therefore
he had to be whom our Administrator was referring to as a “Public Member.”

Then it became clear why our insurance agent refused to insure our FACA volunteers.
He has been told by our Administrator that they were not “members.” Upon review of
past Board minutes the FACA volunteers, including the coordinator, were never given
the respect of being acknowledged as GVFPD volunteer “Members,” for the previous
14 months.

I further stated I was ashamed and embarrassed to have not discovered that issue from
prior minutes. I don't believe I stated the following, however, I firmly believe all
Board members should be embarrassed and we should issue a formal apology to the
FACA team for not showing the respect and appreciation they deserve and commit to
having them insured in the next 30 days.

1. Background:

The Board passed Resolution 2022-09-02 (it may have been changed to 2022-09-12) on September 12, 2022 establishing FACA and placing it in the organization chart of the GVFPD as reporting directly to the Board.
That being the same as the Emergency response department and the District Administrator.

Board By-law 3.3(h.) states, "Once the Board has voted on an issue, individual Directors shall not take any actions that would create barriers or otherwise impede the District's ability to implement the Board's decision." There have been numerous attempts to impede that decision. And now the Chairman is suggesting another vote to change the implementation of the original "decision."

2. Attorney's and Insurance Agent's concerns at the work session:

The attorney was troubled by the name of FACA. From a legal standpoint the word "alliance" has a meaning or connotation of a separate legal entity. That can be easily changed with a new name for FACA. The word Alliance along with the wording of the description of "members" in paragraph (3.) of the Resolution, turns out to be a poor choice of words as to what FACA really is. Please look at the Resolution paragraph 3.

The only true members of FACA are those volunteers of residents and/or property owners in our District. The Resolution should be amended to place a period after the word "membership" in paragraph 3. And then insert the words (FACA will be working in cooperation with other...) etc.

The Insurance Agent's concern was that he had been told FACA volunteers were not GVFPD "members." He never once referenced the wording of the Resolution. If we amend the Resolution, and then have the FACA volunteers be interviewed, have background checks (if we feel necessary) and have them be sworn-in (as the emergency volunteers are), then there is absolutely no reason they would not be considered "members" of the GVFPD for insurance coverage.

3. Regarding a member Hand Book, the Attorney did not understand why we felt we even needed a separate Hand Book. Perhaps the two could just be combined into one.
4. I would hope we could now put this dispute behind us, that has been ongoing for over 13 months, and stop throwing up road blocks to hamper the efforts of our devoted FACA volunteers to implement our CWPP that we paid over \$34,000 to have created and signed onto with the Larimer County Sheriff and the Colorado State Forest Service. It is long past due that we show our respect and appreciation to the FACA volunteers and treat them as the true MEMBERS of the GVFPD, as they should have been for the last 13 to 14 months.

NEXT SCHEDULED MEETING
December 11th, 2023, 7PM

In-person - Station 1