

**CLVFD Business Meeting Agenda  
March 28, 2024**

**Call to Order**

**Approval of / Additions to the Agenda**

**Approval of Minutes from Previous Meeting**

**DISCUSSION TOPICS**

**Personnel**

- New Member Candidate, Keenan
- Mike's news
- Anne and Steve Dirmeyer farewell

**Operations**

- SDR Response Protocol Changes
  - Protocol Reminders
  - Feedback form link emailed to members
  - Continuation of evaluative period
- Mutual Aid: specific resource requests and our response
- Reporting: Deadlines, Completion, Response (or lack thereof) to Reporting updates and reminders.

**Department**

- Rules and Regulations Revision: Committee completed and submitted to Officers for review. Review started last night, currently in progress.
- Strategic Plan
  - Presented to CLFPD Board, who made a few suggestions for revision
  - Committee Members: Doug, Mike, and Evan to reconvene to discuss suggestions made by Board
  - Member input still requested. Form to submit input is on the same page as the draft version of the plan (see next bullet point)
  - Latest version is posted on Staff Portal > Updates > Strategic Plan 2024
- Goals for 2024
  - Rules & Regulations revision (from 2023). Marian
  - SOGs revision (from 2023). Mike
  - Strategic Plan update (from 2023). Evan
  - Establish a system for better managing incident reporting, inventory, maintenance records, and training records. Evan (for now)
  - Establish a peer support program. Karen?
  - Incident Reporting – Get 90% of run reports submitted within five days of the call. Marian

## **Safety**

- Jim, what should be front-of-mind?

## **Training**

- FOTP
- Reminder: submit all outside training certs to Brad in the mailslot in the downstairs office at the station. All outside training must be approved by the Training Officer in order to get training credit.
- Brad, what do we need to know about training?

## **CL FIRES**

- Jody, what CL FIRES updates do you have, and how can the department help keep planning on track?

## **INFORMATION ITEMS**

### **Personnel**

- Nothing other than discussion items this month.

### **Equipment**

- Boat shed - Shelves purchased, to be installed next week
- Extrication equipment - The power unit engine has been repaired, again this time with load applied.
- Apparatus maintenance
  - We are going to start taking apparatus to Beck's Automotive on Boy Scout Rd for annual inspections and maintenance starting late spring. Tire chains must be removed prior to taking to Beck's.
- Siren batteries and chargers: we're going to test those when some snow has melted out and access is a bit better. If you're interested and able to help with that, it is a simple process with a multimeter and a couple hand tools to open the siren cabinets on the poles. Reach out to Jay if you're able to help.

### **Operations**

- Incident reporting - Remember incident reporting spreadsheets are available on the recently renamed Staff Portal of our website. Reach out to Mike or Evan if you're having trouble logging in.
- First Due summit postponed, not yet rescheduled.
- Currently reviewing RMS (reporting management software) options. If interested in helping research, reach out to Mike and Evan.

### **Training**

- Fire training – April subject: Wildland 1
  - CLVFD – Thursday 04/04 at 1800
  - RFLVFD – Tuesday 04/02 at 1800
  - Joint – Sat. 04/06 at 0900. Location: TBD
- EMS Training: Monday, 04/22 with UCH at Glacier View Fire. Open to all. Sign up on Ulearn, if possible.

- Stillwater rescue training - no update. Brad and Evan working on this.
- Fire on the Plains: April 26-28 in LaJunta. Participants TBD. Get signed up ASAP!
- 2024 training plans
  - CPR certification/recertification - next recert cycle will be mid-June
  - First aid certification - This may be coupled with CPR this summer with training/trainer help from Larimer County. More to come on that.

## **Grants**

- Direct Distribution of PPE Grant – We’ve been awarded a grant of equipment worth \$20,204. Update on ordering/receipt of grant items:
  - Boots have arrived (at least most of them) Try them on tonight at Business meeting or at the station if unavailable for the Business meeting in person.
- Fire Agency Grant Program
  - Utilized last year to pay for FFs to attend Fire on the Plains
  - Same plan for this year. Jim applied for this.

## **CL FIRES**

- Draft Event Schedule available now to sign up for lead/helper slots for all events.

## **Miscellaneous**

- No update: Folding mezzanine stairway ordered, scheduled to ship today! This will replace the ladder currently in place. Will need help receiving and installing the ladder. Evan will announce delivery day/time when notified. Volunteers needed!

## **As the Membership Desires**

## **New structure/wildland boot fitting after adjournment!**

## **Adjournment**