



CRYSTAL LAKES VOLUNTEER FIRE DEPARTMENT

237 Blackfoot rd., Red Feather Lakes, CO 80545
(970) 881-3521

-- Business Meeting Minutes -- *October 17, 2024*

Meeting called to order at 1805 by Chief Clark.

Attendees: Mike Clark, Doug Race, Brad Chiodo, Jim Kubichek, Jody Sandquist, Jon Gessert, Susan Rau, Marian Kelly, Jay Smith, Karen Smith, Marilyn David, Milo David, Barbara Batt, Madison Cardenas, Craig Mawle, and Harold Alexander. Evan Rau arrived at 18:45.

Approval of the Agenda – Jim Kubichek moved to approve the agenda as written, Jody Sandquist seconded. Motion passed unanimously.

Approval of Minutes from Previous Meeting – Jim Kubichek moved to approve the minutes of the September 26, 2024, meeting as submitted, Milo David seconded. Motion passed unanimously.

Discussion Topics

Operations

- Incident reporting update (Marian)
 - Status of outstanding reports and reminder of importance to get these submitted as soon as possible. – We’re doing well and mostly caught up. There are five incident reports and two run sheets still outstanding, so please check the spreadsheet online and submit any reports you still owe asap.
 - Reimbursements for Q2 should be paid. Mike asked if anyone had not received their reimbursement, and no one said they were still missing theirs, so hopefully the new payment system is now working properly. The Q3 reimbursement request has been submitted.
- Incident reviews
 - Discussion on incidents over the past month
 - Review of protocols – Mike responded to recent questions regarding our protocols regarding response to MVAs – there’s been no change. Check the response protocol guidelines on the staff portal to refresh your memory on

which Red Feather VFD calls to auto-respond to and which we respond to if requested by RFLVFD.

Equipment

- Apparatus
 - Monthly check updates – Jay reported that Brush 1 and Tender 1 haven't yet been done and still need to be done this month. Those responsible for them said they'd get on that.
 - Support 1 decommissioning – It's been stripped and Alex was given approval to put it up for sale. There was a discussion about how much to post it for and where to post it, which included a conversation about the rules volunteer fire districts must follow in selling off equipment (including the fact that we're not permitted to sell to members of the department).
- Station (Jay)
 - Jay needs help repacking the smoky packs, which were used during the Pearl Fire – We have five to repack and will need to determine where all the parts and pieces for them are. Work on this is tentatively scheduled for Monday the 21st. Jay will send out a notice/update regarding the time.
 - Communications – Five new 800mhz radios have been purchased and Mike has received notification that Dave Rowe (LCES) has completed programming of them, so we need to arrange to pick them up. We've also received ten microphones, five for the new radios and five for our Kenwoods that stopped working properly with their microphones after their recent reprogramming. We're planning to trade in the four old dual-band radios for a discount from Collins Communications. However, we're missing the power supply for one of the charging stations, so anyone who was ever issued a dual band, please check to see if you have an extra power supply and get it to Alex asap.
 - Monthly cleaning reminder – Jody's got October and was asked to let people know if she needs any assistance.

Training (Brad)

- Department training
 - November's subject will be SCBAs – We will each be draining a bottle all the way during our individual training on Nov. 7th. Joint training with Red Feather will be Nov. 9th at our station and will include a black-out obstacle course. We will be providing lunch. SDRs are encouraged to come help with exchanging and refilling bottles.

Safety (Jim)

- Jim reminded firefighters again to wash their wildland gear and pointed out that if they put their gear in the washer when they showed up to do apparatus checks, it would be

ready to go on the dryer by the time the apparatus check was done. He also reminded everyone to check out their personal vehicle and prep it for winter.

CL FIRES (Susan)

- Chili and Bread Cook-off event review – We raised over \$400 in the boots and had eight chilis, seven breads, and about fifty attendees. Overall, it went very well, especially for the first time it was held on a Sunday.
- The next event will be assisting with the Crystal Lakes Rec Committee's Christmas Cookie Exchange, and Alex has been asked if he'll be Santa again. It will likely be scheduled for the afternoon of the first Saturday of December (the 7th), so people can go to the Red Feather Greening in the morning, then come to the cookie exchange afterwards.
- The next CL FIRES Board meeting will be held on Sunday, Nov. 10th at 1400. All are welcome.

Department

- 2025 proposed budget submitted – The board has created two budgets, one for each possible outcome of the mill levy ballot issue. Mike shared some highlights, which include raising the run reimbursement amount, increasing the funding for communications so we can replace all our VHF radios (which are too outdated to reprogram) and get more 800 mhz radios, purchasing additional bunker gear replacements, and working on a list of station repair and upgrade items. Mike encouraged all department members to send him their thoughts on anything else they think the department should plan for, for this year or over the next couple of years.
- Social media policy reminder – All department members were reminded that no department members or their significant others should be posting about incidents on social media or speaking about them with the public. Run all communications through the Public Information Officer. If anyone notices a post on social media that they feel should be addressed, please notify the PIO so she can respond on behalf of the department.
- Allen Heath's arrangements – The memorial is scheduled for this Saturday at 11:00 at the Red Feather POA building. Plan to leave our station at 8:30 to be at Red Feather station at 9:00 for organizational setup/prep. We won't be bringing big apparatus – only Brush trucks and Squads. Wear fire dept gear appropriate for the weather and occasion. Bring your radio – there will be a last call aired.
- Recognition dinner planning – Doug asked for a rough head-count.
- November and December business meetings – Both meetings fall on or near holidays, so there was a discussion about rescheduling the meetings.
 - November's meeting will be moved to Friday, November 22nd.
 - December's meeting will be cancelled.

Personnel

- 2025 leadership nominations – Each person was nominated by at least two other members. The vote will be taken at the November business meeting. Marian will send an email to the department members with the slate of nominees and information about how to request an absentee ballot from the election official (Jody Sandquist) if they won't be at the November meeting.
 - Chief – Mike Clark
 - Assistant Chief – no nominations were made – anyone interested should speak with Mike – people may self-nominate up until Nov. 14th.
 - Public Information Officer – Marian Kelly
 - Training Officer – Evan Rau
 - Safety Officer – Brad Chiodo
 - Secretary/Admin – Jim Kubichek
 - Traffic Control Officer – Jody Sandquist, Jon Gessert

As the membership desires

- Jody announced that Harmony Fields will be performing at Chapel in the Pines on December 15th at 7:00pm. Everyone is invited.
- Bulk distribution grant update – Jim reported that due to a change in the planned provider, we'll be receiving structure gear from the same company as last year.
- Craig has received several more requests for HIZ assessments and asked those who were trained in doing them to update their availability on the spreadsheet.
- Marilyn announced that there's a veteran's luncheon at the POA on the 27th of this month and she's been asked to let people know that there's still room for more attendees. Spouses are welcome.
- Evan recently joined the peer support team at work and will bring the knowledge and expertise gained there to our department.

Marian Kelly moved to adjourn, Doug Race seconded. Motion passed unanimously.

Meeting adjourned at 1934.

Respectfully submitted,
Marian Kelly, PIO