

# CLVFD Business Meeting Agenda

## April 25, 2024

### Call to Order

### Additions to / Approval of the Agenda

### Approval of Minutes from Previous Meeting

## DISCUSSION TOPICS

### Personnel

- Direct Deposit

### Operations

- SDR Response Protocol Changes
  - Feedback form available on Staff Portal of website
  - Continuation of evaluative period
- Accountability Tags: No more.
- PHI: Avoid, Defend, Destroy

### Equipment

- Monthly Checks: Starting next Business Meeting, I will be asking for status checks on apparatus from the previous month's monthly apparatus checks. Please be prepared by having conducted your truck checks and notating any pertinent observations and needs.

### Department

- Strategic Plan
  - Strategic Plan At-a-Glance submitted to CLFPD Board for public consumption and use during mill levy campaigning
- 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 this weekend!
- Brad, what do we need to know about training?

## CL FIRES

- Website donation button functional. CL FIRES Website still needs to be rebuilt.
- Sign-up for leads and volunteers for this season's events
- Next quarterly meeting

## INFORMATION ITEMS

### Personnel

- Nothing other than discussion items this month.

### Equipment

- Boat Shed: Doug installed some shelves and a closet rod in the Boat Shed. Some items have been moved from the Support apparatus to the boat shed. Please check out the compartments in Support to familiarize yourself with its current contents. Items moved to the shed include:
  - Several PFDs (personal flotation devices)
  - One ice rescue suit
  - Long rescue surfboard
  - Rope reel
  - One rope throw bag
- Apparatus maintenance:
  - We will start taking apparatus to Beck's Automotive for scheduled maintenance starting this next month.
- Squad 1 and Support:
  - We are planning to get rid of Support and convert current Squad 1 into our support/rescue apparatus. As a result, equipment locations will change. Mike, Jay, and Evan have been working on this and we will provide updates on equipment locations as they occur. We are looking at purchasing a different vehicle to serve as Squad 1.
- Siren batteries and charger testing: Reach out to Jay if you're able to help.
- Station:
  - Main bay lights: have been rewired for reliable operation. The over-locker lights now come on with lights over Brush 1 bay.
  - Folding mezzanine stairway: Scheduled delivery: Monday, 04/29 between 9-5. A few volunteers needed!

## Operations

- Incident reporting: Remember incident reporting spreadsheets are available on the Staff Portal of our website. Reach out to Mike or Evan if you're having trouble logging in.
- First Due: vague update from the county saying it is moving along. No update on that yet.
- Currently reviewing RMS (reporting management software) options.
- Rules and Regulations Revision: Committee completed and submitted to Officers for review. Review still in progress.

## Training

- Fire training – April subject: Structure 1
  - RFLVFD – Tuesday 05/07 at 1800
  - **CLVFD – Thursday 05/09 at 1800**
  - Joint – Sat. 05/11 at 0900. Location: TBD
- EMS Training: Monday, 05/27 with UCH at Glacier View Fire. Officially open to all. Sign up on Ulearn, if possible. If you do not have an account, that will be remedied shortly, as they just asked me for a roster.
- Reminder: submit all outside training certs to Brad in the vertical inbox under the windows in the downstairs office at the station. All outside training must be approved by the Training Officer in order to get training credit.
- 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:
  - Ill-fitting boots have been returned for exchange. Still waiting on a few sizes originally ordered.
- Fire Agency Grant Program
  - GRANTED: to pay for FFs to attend Fire on the Plains and cover lodging.

## CL FIRES

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

## Miscellaneous

- Voting in new probationary members: Per an Officers' Meeting action, we will start doing a verbal vote instead of a secret ballot for voting in a probationary member only. We will not wait until the end of the meeting, but will ask the candidate to step out during the vote to allow for open discussion.

## As the Membership Desires

## Adjournment