

Crystal Lakes Fire Protection District

(970) 881-3521

Board of Directors

Minutes for September 21, 2023

6:00 PM

Crystal Lakes Fire Station

Call To Order: The meeting was called to order at 6:03 pm by President Hass

In Attendance: Don Hass, Anne Dirmeyer, Jim Kubichek and Robin Lauric

Absent: Jody Randol

District Members in attendance: Evan Rau, CLVFD representative, Melanie Nelson, Recording Secretary, Steve Dirmeyer and Doug Race.

Approval of Agenda: A request was made to move the presentation from LETA to the top of the agenda after the minutes. A motion to approve the agenda as amended was made by Anne. Jim seconded the motion. The motion passed unanimously.

Approval of Minutes of the August 17, 2023 Board meeting: Jim made a motion to approve the minutes from the August 17, 2023, meeting as amended. Anne seconded the motion. The motion passed unanimously.

LETA Report: Tracy Oldmeyer from LETA spoke to board members regarding the request to expand LETA's jurisdiction to include Jackson County. This would give oversight and management of Jackson County's one Public Safety Answering Point (PSAP) to LETA, so that LETA would be responsible for six PSAPs and its backup PSAP. It adds Jackson County as the 31st signatory to LETA's IGA (The Intergovernmental Agreement), adds a director position for Jackson County, so LETA's Board will have eight directors, defers to the Bylaws for issues of director attendance and absences (at present, there are six regular meetings per year), assigns to LETA Jackson County's current balance of surcharge revenue and future surcharge revenue streams, grant funds it receives related to

improving 9-1-1 in Jackson County, and its PSAP equipment. Requires that, upon dissolution, all of LETA's assets located in Larimer County (including LETA's bank and investment accounts) remain in Larimer County.

There are no expenses incurred by LETA by the expansion and it would allow Jackson County to have the purchasing power of LETA. The expansion will not add to the load of the dispatch center as calls will be directed to the Jackson County Sheriff. This would help Jackson County with major incidents and communication and will give them access to the tools LETA has available already.

Jim made a motion to approve the expansion of Jackson County and to sign the newest IGA agreement from LETA. Robin seconded. The motion passed unanimously.

President's Report: President Hass reported that he has the new board manual for 2023 and will get enough copies for everybody from the SDA.

Secretary's Report: Jim has reported that he will resign his position by the end of this year.

Treasurer's Report: Treasurer Dirmeyer presented the monthly Treasurer's report.

Anne also reported that she completed the first online credit card payment today and the credit card limits have been set.

Expenses for the boat shed are currently around \$15K. There will be additional expenses, but they will not exceed the budget of \$20K.

Jim made a motion to accept the Treasurer's report for September, Robin seconded. The motion passed unanimously.

Fire Department Report: Chief Evan Rau presented the monthly report. The full report is found at the end of the regular minutes.

Of note, the Weld County Women in Fire Skills, an all-female training class for all skill levels, is being offered on October 14th at AIMS Community College in Windsor. Evan shared the information and flyer with Brad and offered to forward the email to the board.

UNFINISHED BUSINESS

CWPP: Chief Rau has included his CWPP update on his monthly report, attached at the end of the regular minutes.

Recruiting: Robin and Anne attended a class on recruiting at the SDA conference. Anne reported that many departments have no pool from which to recruit people as members. One small rural community's volunteer fire department are ranchers in their 60s and their children are not interested in remaining in the community. We find ourselves in a similar situation here. We need to think outside the box with the younger generations, foster a positive culture and promote district assets. We will remove recruiting from the agenda for now and circle back after the mill levy.

Mill Retention: Robin made a motion to reactivate the Service Improvement Committee (SIC) for the purpose of developing and delivering a program to accomplish the retention of the mill levy which will be included on the November 2024 ballot. Anne seconded the motion. The motion passed unanimously.

NEW BUSINESS

Report from SDA Conference: Robin and Anne attended the SDA conference. Robin reported that the conference was outstanding with inspirational speakers and valuable information. Some session take aways include: website accessibility and compliance is crucial for the district community, creating a budget process including (asset management) ensures district fiscal health and sustainability, being relevant and innovated when recruiting, thinking outside the box with volunteers, addressing fire service mental wellness is critical, preparing for a mill levy (know your voters, have a strategic plan, tell your story), and SB23-166 Wildfire Resiliency Code Boar will adopt model codes for building in the WUI.

2024 Budget: A work session to discuss the budget was set for Sunday, October 8th, at 10:00 at the fire station.

Website status: Having an updated website is important for our mill levy retention efforts and needs to be completed shortly. The email domain names have been the holdup with proceeding; however, a hybrid approach seems to be the best option. Email addresses that get used frequently will be retained, and new ones will be created. The officers need to approve this and then it can move forward. The goal is to have the new website up and running by the end of November.

CLFPD Bylaws: No report.

Fire Station Mitigation: The dates of October 13th and 14th have been set for the mitigation project at the station. Members will assist in mitigation efforts around the station, including taking down trees, limbing up trees, weed eating and taking slash to the slash depot. The boundaries are clearly marked. REA is coming to take three trees out. An Octoberfest style lunch will be served on the 14th. Robin will check with Evan and ask Marian to put out the information to the department. This event will also be on the agenda for the next business meeting.

As the Board Desires:

Plans for the holiday recognition dinner were discussed. We will begin looking for options, including a date, location and caterer.

Asset Management: Robin presented an Asset Management Spreadsheet that could be used to document various elements of high value assets, including life span and replacement value. She pointed out the importance of having a comprehensive understanding of the fire department assets, especially in projecting short and long term budget planning and analysis. This valuable information may be communicated as part of our mill levy retention. This project will be assigned to the SIC (Services Improvement Committee). The SIC will need to be funded and there is a line-item request of \$1K in the 2024 proposed budget.

Record keeping: Discussion was held regarding the document retention policy. Clarification is needed as to what we need to keep and how long we are required to keep records. A space will be made available for Board documents in the fire station.

Comments by Attending Public: None.

Set or confirm next Board meeting date and location: October 19, 2023, at 6:00 pm at the fire station.

Adjournment: Jim made a motion to adjourn the meeting, Anne seconded. The motion passed unanimously. The meeting was adjourned at 8:53 pm.

Respectfully submitted,

Melanie Nelson, Recording Secretary

Crystal Lakes Volunteer Fire Department



237 Blackfoot Rd, Red Feather Lakes, CO 80545

(970) 881-3521

September 21, 2023

Fire Department Report

1. Department Activity since the last board meeting

- Business meetings: one regularly scheduled
- Officer meetings: 2: one regularly scheduled, one special budget work session
- NW Larimer County Fire Chiefs ZOOM call: First Wednesday of the month via zoom. Quarterly in-person. No one from CLVFD was in attendance this month
- Monthly meeting with NLCERA medical directors (UCHealth): I represented CLVFD at this meeting via zoom this month, but not the train-the-trainer afterward.
- NLCERA quarterly meeting: Assistant Chief Race represented CLVFD at this meeting 09/21/23
- Greenbelt Management Committee meetings: Monthly on 2nd Thursday at 19:00. I represented CLVFD and attended as a member of the committee this month.

Incidents – 9 since last CLFPD meeting.

- 041: 08/19/23 – Medical Mutal Aid fall on rocks, Wind Dancer Way (RF)
- 042: 08/27/23 – Medical moth in ear, Tami Rd.
- 043: 08/31/23 – Medical carry assist, Miami Ct
- 044: 09/03/22 – Medical dizziness, Blackfoot Rd.
- 045: 09/03/23 – Smoke report, CR 73c near elementary school
- 046: 09/04/23 – Vehicle assist, Blackfoot Rd. at small volume fill station
- 047: 09/05/23 – Medical fall, Pow Wow Dr.

- 048: 09/15/23 – Medical chest pain, Ottawa Way
- 049: 09/16/23 – Medical fall from horse, Chippewa Way

2. PERSONNEL:

- SDR orientation written materials and SDR language in department member orientation guide reviewed, edited, and approved.
- No personnel changes since last meeting.

3. TRAINING:

Department trainings:

- September's training was scheduled to be a Beaver Meadows preplan and scenario. With the changing of ownership, the new owners and the resort were too busy to accommodate fire training. Instead, we worked on turbo-drafting and relay pumping, training with RFLVFD on another structure fire scenario. During this training, firefighters practiced initial fire attack, tender operations, port-a-tank setup, relay pumping (tender to engine), and scene dynamics.
- October training is extrication.

Outside trainings:

- Women-only firefighter training is being offered at Aims Community College October 14th.
- ICS 300 Intermediate Incident Command System for Expanding Incidents offered in Castle Rock 10/18-10/20. It may not be possible due to my work schedule, but I'd be interested in attending.

2023 Training schedule in place with RFLVFD:

Month	Topic
JANUARY	Scene Size-Up, ICS,
FEBRUARY	Apparatus Rodeo (separate)
MARCH	Ice Rescue
APRIL	Wildland 1
MAY	Structure 1
JUNE	Wildland 2
JULY	Structure 2
AUGUST	Low-Angle Rescue
SEPTEMBER	Cumulative scenario
OCTOBER	Extrication
NOVEMBER	SCBA
DECEMBER	Radios (Combined Training = Mock Incidents)

4. GRANTS:

- Waiting to hear back about award status on PPE group-buy/grant deal through DFPC.

5. COMMUNITY

- The FD has been working with Raina Eschelmann from Larimer County Emergency Services to standardize an HIZ assessment tool for use by both the County and the Department. All but one department member interested in becoming an, “Ambassador,” have been trained to conduct assessments and send reports to property owners. Last training was this past Monday and involved three properties assessed.

6. EQUIPMENT

- Brush 1 recall has been resolved.
- Tender 1 scheduled to go down to Trans West for routine maintenance.
- Squad 1 and Brush 1 have been experiencing intermittent electrical/inverter problems. Battery on Squad 1 has been unreliable, and a replacement has been purchased.

7. EVENTS

- 09/03 Rummage Sale: a terrific success this year. Over \$5000 raised from sales and donations.
- 09/09 New property owner orientation: I presented to the group of 15 or so in attendance. I would like to circulate a sign-up sheet for HIZ assessments next time.

8. OTHER:

CLRRA Greenbelt Management Committee

- Mitigation catalog project has an early version in service, recording comprehensive data related to current, past, and future mitigation projects within the CLFPD. This tool, I hope, will help the community maintain momentum with wildfire preparedness and be better positioned to take advantage of funding and resource availability.
- 09/28: I will be sitting on an evaluation panel including representatives from CLRRA, Larimer County OEM, Larimer Conservation Corp, and Coalition for the Poudre River Watershed. We will be evaluating foresters who bid on prescribing and overseeing mitigation work as part of the FEMA grant that is two years in the works with CLRRA as applicant.

CL Open Space Conservancy (OSC)

- The emergency vehicle pullout and fuels reduction work proposed for Hidden Park, on Ottawa Way, just west of Shoshoni Dr. has been built and the fuels reduction work is nearly complete. The pullout fits any of

our or neighboring departments' large apparatus with room to spare, and could accommodate two smaller apparatus without encroaching on the right of way.

Respectfully submitted,

Evan Rau

Fire Chief

Crystal Lakes Volunteer Fire Department