

GOLD HILL FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS MINUTES

MAY 16, 2023

7:00PM

LOCATION: GOLD HILL FIRE BARN

ATTENDEES: Jess Brookhart, Max Yeager, Chris Dirolf, Kent Coghill, Boyd Brown, Chief Chris O'brien, Rick Sheingold, Kris Gibson, Anita Sturz, Bret Gibson, Leslie Finn, Val Christ, Gretchen Diefenderfer

CALL TO ORDER: 1902 hours

- ELECTION RESULTS- All board members have been sworn in and their oaths have been submitted. All oaths were witnessed.
- ZOOM- requests to continue zoom. We will consider airing zoom meetings but zoom will not be monitored. Zooming the meetings will allow for transparency. Next meeting we will air the meeting on zoom.
- APPROVAL OF MINUTES- change in minutes regarding money for Finn party. Money will go to Shivaun to make sure she incurs no cost up to the money the board approved for the party and gift. Minutes for March and April 2023 approved unanimously

Fire Chiefs Minutes:

- Chiefs request agenda for future meetings
- Chief provides inventory for equipment with needs, costs, and notes. Costs are based upon internet search to primary providers. Total cost of everything would be around \$52,000. Chainsaws, Mark III pumps, Hose, Nozzles.
 - Chief recommends a small parts capital replacement plan.
 - Some items may be able to be obtained through a sharing program with other departments
 - Once personnel are signed off on driving equipment those individuals will go to neighboring departments
- Last week Chief Gibson, Obrien, and Debroux met with Leslie and Kent to discuss training rolls
 - The Chiefs have decided that at this point we will be removing all officers from their current titles and will be required to show their knowledge base to work for that rank. There will be taskbooks which will eventually be implemented to allow people to demonstrate those skills specifically and be signed off to be able to drive, act as an officer, etc.

- It will include district knowledge, truck knowledge, protocol knowledge, medical knowledge, inventory knowledge.
- GH will have a Firefighter Taskbook and Lieutenant Taskbook
- What is the board's recommendation for the type of task book? Comprehensive or General. Chief Gibson recommends the general taskbook which simplifies the process. Board concurs that a simplistic general taskbook is the best option.
- Chiefs need a wants list of Gold Hill, we will ask for wildland tools, greens, yellows, etc. Steffi, Kent, and Whitey will get with the Chiefs in May and come up with needs

OPERATIONAL READINESS:

- Fourmile is working on a Strategic Plan with their board members and would be willing and open to working with the Gold Hill Board to better understand our strengths and weaknesses.
 - Robert Constable could meet with Board members to discuss the strategic plan. Board will reach out to Robert and begin a discussion regarding the strategic plan. Jess recommends that we see a few of the strategic plans that have been done. Fourmile has been working on theirs for 3 months and believe that they have 2-3 months left to complete a rough draft.
 - Board will meet with Robert and get more information
- Vehicles- Engine 5404
 - Needs new tires and rims
 - Mountain View wants the vehicles gone soon and they do not want to work on the older vehicles.
 - Max believes that the truck has several more years left in it. Pumps and small repairs are fixed and completed. Max feels that we should wait on replacing 5404.
 - Asking \$13,500.00 to put new tires on all our engines. We have \$22,000.00 in our reserve budget.
 - \$13,500.00 approved unanimously to be used for new tires for all apparatus and fixes to 5404.
- Update from Chief Gibson. Feels that Engine 3 should be trained on by GHFPD volunteers so that that piece of equipment can be used by all volunteers
- UTV funds request. Currently the quote is \$5,800.00. Discussion on what Boulder County requires regarding sirens and lights. Boulder County has no requirements. Rather than spend the money on the lights and sirens we might be able to do the work ourselves. Chief Gibson and other volunteers might be available to do the work. An email will go out to Chief Gibson, Max, Austin, Whitey, Chris Dirolf, and the Sturz' to have the work completed.

- We have the radios and just need lights, sirens, and an OEM power block. Also need a mount for the pump. The City of Boulder shop also has extra parts.
- Boyd asks if we should consider any other changes to the UTV.
- \$500.00 unanimously approved to be used for the UTV to have it set up with sirens, radio, power block, master switch, and possibly a mount for the pump. An email will go out to the group managing this.
- Equipment needs- Leslie reports that they have a card they use for filling up fuel for the vehicles.
 - Over the weekend Jess added a Petty Cash box with \$300.00 in it in the office at the firebarn with access by the Chief so that volunteers can be reimbursed (with a receipt) for certain equipment needs, gas, salt melt, etc.
 - Leslie is going to add the tax exempt card for best buy into the petty cash box.
 - Truck team will manage purchase and monitoring of fuel.
 - Whitey will get on as a signer for the debit card.
 - Chief Gibson recommends that we look at sharing fuel with them and using their log and figuring out costs that way.
- ADMINISTRATIVE
 - Whitey, Kent, and Bret will have a conversation offline regarding timeshare of the admin and what tasks could be taken over by her

OTHER BUSINESS:

- GRANTS- Maya reports we are waiting on an AIM grant, haven't heard yet. Teens Inc. Conservation Corps will be in Gold Hill in June installing zone 1 rock perimeters. It looks like we will also have some additional funding from the Fire Adapted Colorado Opportunity Fund which can also be used for zone 1 work.
 - Chief Gibson reports that there is a grant to get electric charging stations put in certain districts.
 - Recommends that the board comes up with pocket grants for helping pay for Mark III pumps, hose, etc. Set up that pocket grant so we have the "asks" ready to go when grants come up.
- CWPP- Chris Dirolf- Avenza maps have been updated for all the districts, some new grants are in the pipeline. Evacuation strategies and protocols are being worked on as well. Looking at different community members' plans for when fire comes. Ex. When a fire hits and there is a camp at the Ranch? Chief Gibson reports that there needs to be community education on all the information that has been put out regarding evacuations and alert systems so that the tool is easier to understand.

- Kris Gibson asks that under new business people should be aware of the new map and the information being put out, BOCO FIRE put out the information but it's unreadable. How can we better educate people so they understand what they are looking at? Training at the Gold Hill Town Meeting? Training for volunteers?
- WEBSITE- Nothing new, it's getting good traffic.
 - We lost some files when Microsoft Teams went to paid. Can we store simple word docs on the website? Or is GMAIL better? With access so that volunteers can use and access everything on the website. Jess will pass along the password to allow for volunteers to use the website. Jess will work to organize an area of the site so that documents can be stored there. An email will go out between Jess, Leslie, Kris Gibson, and Val Christ about how to store and upload documents. Does I Am Responding work for storing data? No secure data can be stored on the website.
- Bank Signers and Purchasing Department- Jess, Boyd, Chris Dirolf will be the bank signers for the department. Whitey will have a key for for petty cash and for the debit card. Will require receipts and the petty cash box will be audited.
- COMMUNITY EVENTS/ FUNDRAISING- Fourth of July Parade. Everything needs to be prepared in a professional kitchen. Without use of the inn we will not have the kitchen we normally have. Parade is something we can definitely do. The Inn will be doing music. No breakfast this year, brown bag only. The parade will require a lot of traffic control. Leslie has all the information regarding how the parade is supposed to work. We will have traffic issues. We could do fill the boot though. Porta Potties will be needed.

NEW BUSINESS:

- Leslie asks when we will come up with a list of what the job responsibilities will be for a new chief? Have we posted anything yet and when will we?
- Next meeting will have the retirement meeting
- Kris Gibson asks can we get an example of budget reports which we can use for grants and then figure out how we can communicate more efficiently when grants come up. The grant wants to know our capital replacement plan. What is that plan? What money have we set aside for this? Grants are not considered replacement funds for equipment. An inventory of the high value items, their lifespan, how much we are saving. (including the fire station) Plan on 7% a year on the cost increase for everything.
- Presidents of boards meet together once a year. So whoever becomes the new chair for the board it allows for board members to communicate more effectively and develop relationships. It should be restored.

- Who will be the new chair of the board? New secretary? Gretchen as the new secretary with all board members being responsible for taking their own notes and reading the minutes in detail.
- Gretchen is the new non board member secretary. Jess is the new secretary of the board. Kent is the new Chair. All unanimously approved.
- New board meetings will be on Mondays in the third week of the month. Unanimously approved.

Meeting adjourned at 2110 hours