

## LA VETA FIRE PROTECTION DISTRICT

### MINUTES

February 12, 2015

7:00 P.M.

Present: Directors Brunner, Shrout, White, Littlefield and Nielsen were in attendance.  
Staff: Fire Chief DeTray, EMS Director Schmidt, WMS Manager Branson and District Secretary Pezze.  
Guests: Jim Berg, Peg Littlefield, Kim DeTray, Cheryle Johnston, Mickey Schmidt, Kim DeTray, Tucker Shrout, Vinny Ozzello, and Justin Jameson were also in attendance.

#### Call to Order

The regular Board meeting was called to order at the La Veta Fire Station at 111 S. Main, La Veta, CO.

**MSA:** \* The Board approved retiring the meeting at the La Veta Fire Station and reconvening immediately at the La Veta Community Center, 131 East Ryus Avenue, La Veta, CO. The purpose being to hold the meeting in a larger room providing more comfort for the public audience and District personnel.

**MSA:** The Board approved reconvening the meeting at the La Veta Community Center at 7:08 P.M. The Pledge of Allegiance was given and Director Brunner welcomed the public.

#### Minutes

**MSA:** Minutes of the January 8, 2015 regular meeting were approved as submitted.

**MSA:** Minutes of the January 12, 2015 special meeting were approved as submitted.

#### Resolutions

**MSA:** Authorized the signing of Resolution 2015-02-01 regarding changing the location for the regular, monthly Board meetings to the La Veta Community Center, 131 E. Ryus Avenue, La Veta, CO in lieu of the La Veta Fire Station. Change is effective with the regular March 12, 2015 meeting. Summer meetings will be held at the Cuchara Fire Station.

#### Public Comments

None.

#### Correspondence

The quarterly report from C.G.R.S., the company conducting remediation of the La Veta Oil Company fuel contamination project, was reviewed. No Board action is necessary at this time.

#### Treasurer's Report

**MSA:** The Treasurer's Report and payments for the January 8, 2015 meeting were presented and approved.

District Secretary Pezze presented options regarding Bluetooth capable conference calling and the cost of a wireless, conference, speaker phone appears to be prohibitive at this time.

#### Wildfire Mitigation Service Report

Paul Branson presented his report for February 12, 2015 and a copy of that report is attached to these minutes.

WMS Manager Branson expanded on the report and answered questions from the Directors regarding funding streams, grants, training opportunities and confirmed that he plans to attend the February 27<sup>th</sup> organizational meeting of the Arkansas Watershed Health Collaborative in Pueblo.

#### New Station Owner's Representative Report

Brian Risley, CRP Architects, joined the meeting via teleconference and advised that the contract with H.W. Houston is fully drafted with just a few items that need to be completed. Those being the date of substantial completion and date of final certificate of occupancy, both of which are driven by the notice to proceed and date of start of construction.

Atty. Dino Ross prepared the contract based on an American Institute of Architects standard form of agreement and H.W. Houston is comfortable with the contract. Director Nielsen advised that he needs to have the USDA and San Isabel Rural Economic Development Loan Grant (REDLG) application completed and submitted to San Isabel before

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\* **MSA = Moved, Seconded and Approved (unanimously unless otherwise indicated)**



*Loan \**  
 their March meeting for grant approval in April. If the District misses that March date the next grant award cycle will be in July. The item he needs to complete the application is the project budget which is still pending on H.W. Houston's pricing presentation.

Director Littlefield updated the Board on his project funding research. He presented a document explaining amortization tables for a Fowler State Bank loan and how they correlate with the DOLA grant, USDA REDLG and Community Facilities loans. Tables were developed based on annual payments of \$72,000.00. Director Littlefield expressed his concern for the extreme amount of time that the USDA loans take to be secured. His recommendation was that the District start negotiations with Fowler State Bank for 100% of the loan amount (\$1,100,000.00) and if and when USDA loans are secured they will be used to pay down the Fowler State Bank Loan. Jonathan Fox at Fowler State Bank understands this strategy and has stated his loan committee is open to the arrangement.

**MSA:** The Board approved authorizing Director Littlefield and one other Director to visit Fowler State Bank and negotiate a \$1,100,000.00 loan for building construction.

The start date on the contract with H.W. Houston was discussed and the Board concurred that the date should be in early April but the contract will not be signed until final cost numbers are presented by H.W. Houston and decided upon by the Board. Brian will communicate with H.W. Houston to ascertain when they anticipate having final cost numbers to present to the Board. February 25<sup>th</sup> would probably be the earliest date and a special meeting can be schedule once costs are developed.

Director Nielsen asked for authorization to sign the USDA REDLG loan documents.

**MSA:** The Board authorized signing a resolution to allow Director Nielsen to make any certifications, representations, and applications required for the USDA REDLG loan application.

Director Nielsen also advised that the archeological survey required for the REDLG loan is complete and has been received. There were no adverse findings on the new station property.

**MSA:** The Board approved paying the \$618.66 statement from Superior Consultants, Inc. for completing the survey.

### **Fire Chief Report**

- 1) 4 calls: 3 MVAs and 1 Alarm activation at the La Veta Schools.
- 2) Jan. 6<sup>th</sup> Training: After Action Review of 1<sup>st</sup> Street fire in January and Incident Command instruction with 12 Firefighters and 3 Jr. FFs in attendance.
- 3) Jan. 17<sup>th</sup> Training: Pre-Incident plan review (Pleasant View Apts.) with 14 FFs and 3 Jr. FFs.
- 4) Presented updated goal setting needs, 2015 ISO timeline, job descriptions and 2015 Goals and Objectives.
- 5) Advised that the chainsaw and accessories missing from the Cuchara brush truck have been returned and are accounted for.
- 6) Checking into a surveillance system for the Cuchara Station. Estimated cost is \$500.00 and will work on a proposal.
- 7) Radio harnesses have been received and will be distributed as advised.
- 8) Researching the possibility and probability of adding sub stations in the District in an effort to reduce ISO rating in rural areas. Looking at Middle Creek, Tres Valles and possibly a location on Hwy. 12 between La Veta and Cuchara.
- 9) Presented log/maintenance books that will be used in all Fire Dept. apparatus.
- 10) Will be going to Denver to help with the process of reviewing and scoring the recently submitted Colorado Firefighter Safety and Disease Prevention Grant applications.
- 11) Need Board approval to remove two Firefighters from the roster (due to not attending the required training sessions) and return their Fire Department gear that has been issued to them.

**MSA:** The Board approved removing the members in question from the roster and requesting their Fire Dept. gear be returned.

*all of the classes \**  
 Chief DeTray advised the Board that he has discovered that the Firefighter and Officers that attended the Colorado State Fire Chief's conference in Keystone failed to attend ~~class~~ and did not receive their Certificates of Completion for the Company Officer Leadership Symposium. He expressed his dismay at the process that was employed where District Secretary Pezze contacted State agencies to confirm that certificates were not acquired. Director White reminded Chief DeTray that the base issue is that the individuals did not attend class and that the Chief is responsible for making sure that they do and that they acquire certificates. Director Littlefield stated his concerns for lack of communication with Officers and stated that he does not want to have executive sessions regarding managers' issues unless the issues have been discussed with the managers first.


**EMS Report**

1. 10 EMS calls with 4 patients transported and no transfers.
2. Training with Jeff Torr covering obstetrics.
3. Regular monthly duties.
4. Contacted Dan Bates with Trinidad Ambulance District and LVFPD EMTs are invited to attend their refresher classes to attain continuing education credits. Other training opportunities are a stroke class in Canon City on Feb. 23, chest pain symposium at Parkview on Feb. 28<sup>th</sup> and Wilz Trauma Symposium in Pueblo on March 7<sup>th</sup>.
5. Rescue 2 (1999 Ford) has been taken to La Veta Oil for the air conditioning leak.
6. Rescue 1 (2009 Dodge) has the hubcap and valve stem repairs completed.
7. Working on Job Descriptions using templates from Director Nielsen.
8. Met with Huerf. Cnty. EMS Director, Sherry Mann to work on Colorado bi-annual RETAC plan and compiling information from 5 counties.
9. Updated radio list.
10. Added cot rotation between the 2 ambulances as an 'on shift EMT' duty.
11. Half of the EMSAC conference expenses (\$1,097.25) have been submitted to Huerf. Cnty RETAC for reimbursement and the other half may be covered by a Create grant through SLV RETAC.
12. A letter of request has been sent to RETAC for one of the free Colorado Rural Health AEDs.
13. Have contacted 3 EMS students from the recent EMT class regarding compliance of the tuition agreement. According to the agreement, each student has to become Colorado Certified and respond with La Veta EMS for a period of 1 year from the time of certification, including nights, or repay the cost of the class. They still have a few months to become compliant. Malea recommends that if they do not comply with the agreement they need to repay the cost of the course.
14. Have received word from Michele Appel that the Caring for Colorado grant request for a new \$30,000.00, LifePak 15 heart monitor has been awarded. The La Veta F.P.D. Auxiliary will cover the 10 % grant match.
15. Updated and reviewed the Goals and Objectives. Will contact Cuchara homeowner associations by phone and letters and follow up with newspaper articles and determine level of interest in becoming an EMT or First Responder in the Cuchara area. A CPR class in Cuchara will be held in the near future. Checking into trading the replaced LifePak 12 heart monitor for AEDs to be placed strategically in the Cuchara area and also pursue AEDs on the next CO EMS grant round. Perhaps the HO associations will help with the 50% match on that grant. Contacted Don Mercier regarding notification of first responders at the time of need and he can set up a group text or email contact list.
16. Working on ideas to get EMTs to respond for night calls.

**New Business**

The Annual Performance Plan and Performance Goals for the LVFPD Secretary were presented. Director Brunner asked that the Directors review the plan before the next regular meeting. Director Nielsen suggested that a job description needs to be developed for the District Secretary position.

**MSA:** The meeting was adjourned at 9:55 P.M.



Shannon R. Shrou, Secretary



## LVFPD Wildfire Mitigation Service-Monthly Report for 2/12/15

**RR ERP**-Attempts to contact John Aragon with the San Luis & Rio Grande have failed to establish contact. I am therefore planning to walk the track from CODO to just past Occidental in order to test radios, GPS RR Mileposts, and note general track condition and/or potential wildfire or other issues. I also have discovered that older contact numbers/emails for key persons with the RR no longer work and am seeking updates. I continue my work on this project in a volunteer capacity.

**Wildfire Mitigation Service**- Directors were sent a Powerpoint presentation that outlines WMS history and milestones. It also outlines some goals for the immediate future. I also have an informational presentation available that roughly outlines the difference between CWPP Coordination and WMS General Manager tasks I perform if any directors are interested. Due to funding restrictions or sudden loss of funding, certain projects have been and/or continue to be funded by WMS reserves to keep the greater endeavor moving forward. These items are noted below.

The funding resources that are restricted or gone are: SRS TIII funds (which were cut off by the county at roughly half of the agreed amount and are suspended until these funds are located due to State error) and DNR-WRRG funds which are now tied to the FEMA grant proposal and unattainable until the final FEMA decision to award or decline (no estimate on that date). The Cuchara Evacuation project, formerly part of my Liaison duties, are being carried on by WMS due to its high level of importance. This project involves the multi-agency coordination side of evac for that area and not the "Ready, Set, Go!" side, which is geared to the public and will hopefully be promoted by the LVFPD Auxillary.

### Projects worked on in January and/or Continuing this month:

-WMS Policy work has been focused on research for the hiring, drug/alcohol, and crew certification advancement expectations. With the completion of the LVFPD policy, the WMS will simply defer to those rules and expectations. I continue to create or update policy for the WMS where no equivalent exists in the LVFPD. Upon completion I will present the entirety to the BOD for approval. We are also exploring and planning out crew advancement pathways through the NWCG and locating training opportunities for these courses. Fuel Reduction research and treatment effectiveness studies are also being procured which directly inform the WMS fuel treatment process for both residential D-Space and Shaded Fuel Break features in the wild (both of which are common projects for the WMS). This information is used to train our crew and keep our process on the cutting edge of the industry.

-LVFPD CWPP revision work is presently focused on updating progress in each of our 13 WUI's, designating future treatment areas for each, and updating and expanding the original recommended Action Items from the 2011 CWPP. Identifying broad scale treatments on Public lands continues with multiple agency participation. This work was and is typically funded by SRS Title III funds.

-Firewise Community development is now solely focused on the Middle Creek WUI. I am meeting with residents in South Middle Creek next week to explore their inclusion in FWC efforts in North Middle

Creek. This is our largest WUI and one with several potential hazards and numerous residents. All present Firewise Communities are being tallied for investments to date toward wildfire mitigation projects (D-Space, Evacuation route, Fuel Break). This information helps FWC's plan future work and also helps me leverage state and Federal agency work on public lands. Established FWCs usually require minimal maintenance effort while new designations are quite involved. Firewise community development and maintenance was and is typically funded by SRS Title III Funds.

-The Cuchara area Evacuation Trigger map project is almost finished with much help from Jeff Byland at HC. We should have a base map printed soon. LVFPD operations will be presented with this map and will need to adopt its general premise. Additionally, any known area access roads (for initial fire attack) are being identified and will be presented to Jeffer Wingate to discuss possible improvements and/or permission to access for training or reconnaissance purposes. I am meeting with Diego Bobian on April 27 to prep the next table-top exercise with multiple agencies. Mock evacuation is roughly planned for late May or early June. FEMA CERT applications are available for citizens who are interested.

-The Cucharas River Wildfire/Watershed assessment is wrapping up and has identified several areas in the LVFPD that should receive fuel reductions. For the areas near our WUI concerns, the WMS has incorporated these recommendations to existing and/or new wildfire mitigation plans. A new area Collaboration Group is developing that may also enhance our efforts to decrease wildfire intensity locally. Participation in this effort is funded by the WMS and is considered to be a crucial collaboration.

-A new Shaded Fuel Break project is underway (planning stage) with Mark Loveall CSFS and will include the Acres of Diamonds FWC of the Spanish Peaks WUI. This project is funded with an SFA grant procured by Mark and the Forest Health Coalition. It will impact a minimum of 10 acres bordering USFS land in this neighborhood. The WMS is an active partner in this endeavor.

-The Red Hill project is progressing with a high level of success. The initial treatment of surface and ladder fuels is complete. A massive slash chipping effort will be completed the week of Feb 9.

-As weather permits, the WMS crew will continue either burning slash piles or working on the Red Hill or Black Hole fuel break projects.

**Junior Firefighter program**- Consistent JF trainings have occurred on each Monday. Some regular FF's have attended as well. JF Program policy/SOPs/SOGs is presently in draft form with input received from fire officers. This will be typed up and presented to the BOD. Junior FF's continue to make great attendance to informal but focused trainings on tasks that will help regular FF's and also serve to increase JF knowledge of fire operations.