

NORWOOD FIRE PROTECTION DISTRICT
P.O. BOX 411
NORWOOD, CO 81423

MINUTES FROM THE JANUARY 18th, 2023 BOARD OF DIRECTOR'S MEETING
Audio Recording Available

I. Call to Order: 18:13 hours.

Present: Jim Wells (Pres.), Dave Alexander (Board Member), Wendy Crank (Board Member), Vivian Antonik (Board Member), Trace Griffith (Board Member), John Bockrath (District Chief), Casey Griffith (WL Coordinator), Kathryn Westcott (EMS Coordinator), John Metzger (PIO), Candy Meehan (CFO), Sonny Lopez (Dist. Admin.), Zane Truelock (FF/WL).

Absent:

Public: None

II. Regular Minutes from December 2022

- A. Dave A. motioned to accept the Minutes from December 2022
Vivian A. 2nd. All aye's / No nay's / Motion passed.

III. Treasurer's Report

A. Presentation and Approval of Disbursement

B. Monthly Budget Approval

- a. Candy M. presented.
- i. Unpaid bills detail as of Jan 11th, 2023 (2 pgs)
 - ii. Profit & Loss Budget vs. Actual: Jan 1 – Jan 11th, 2023 (16 pgs)
 - iii. Balance sheet as of Jan 11th, 2023 (2 pgs)
 - iv. Trial Balance as of Jan 11th, 2023 (3 pgs)
 - v. Payroll Liability Balances: Jan 1 – Jan 11th, 2023 (1 pg)
 - vi. Profit & Loss: Jan 1- Jan 11th, 2023 (3 pgs)
 - vii. Open invoices as of Jan 11th, 2023 (1 pg)
- b. Candy M. shared the state hold on our disbursement funds will be lifted by the end of the month. The hold was due to the state audit.
- c. Wendy C. motioned to approve bills and approve the signing of checks.
Dave A. 2nd. All aye's / No nay's / Motion passed.

IV. Public Walk-in/Comments

Candy Meehan asked for a Letter of Support from the board for her to attend Harvard Leadership Summit, she is applying for a scholarship in order to attend. The dates are July 10th - 28th 2023 which is 3 weeks in Boston. Dave A. motioned to approve the Letter of Support for Candy Meehan to attend the summit. Vivian A. 2nd. All aye's / No nay's / Motion passed.

V. Old Business: (John B.)

- A. Fireworks for New Years was a huge success. The show lasted 18 minutes. John B. received communication from community members that they enjoyed the show. This year was the most compliments ever received. John B. thanked everybody and especially Talle M. for his efforts and stepping up to the challenge that was at hand.
- B. Radio Request: The radio request was approved at the last meeting. Casey G. ordered the radios for the WL team and they will be arriving at the end of April 2023. Montrose County agreed to cover the purchase for the radios.

- C. EMT class started on Monday. 7 people are enrolled. For certification we have to go through a training center. The training center is using the same text book that we are. First test is tomorrow for Heather. Heather will go to Boston in July and again at the end of the course.
- D. Fire Academy is going great. Burn trailer has been ordered for April or May use.
- E. Blackout training is going well.
- F. Tactical EMS class is being put together for the SMSO First In Team. (not SWAT) This is for an active shooter situation when SWAT is hours away. We currently have two vests (plate style). We are getting 6 more and we will be getting the SMSO old helmets.
- G. Emergency Medical Dispatching class will be in April. 40-hour class held annually for the local new dispatchers. Certification lasts for 2 years. Class to be taught by John B.

VI. New Business: (John B.)

- A. Sonny L. shared the new NFPD boundaries are filed with DOLA.
- B. Calls: Total 267 calls in 2022. This was 5 less than the previous year.
- C. Monthly calls to Service: December 2022: 15 EMS calls / 9 Transports / 2 Fire
- D. Candy M. shared we are negotiating with BSI to increase our rates of service.
- E. John B. shared that Sonny L. plans to phase out of admin responsibilities and feels the admin responsibilities can be delegated to full time personnel. The plan is for Sonny L. to continue doing the minutes for the time being and to continue to help with grants.
- F. Election 2023: Sonny L. shared that Vivian, Wendy, and Jim's seats are up for election. The public Call for Nominations end on Feb 16th 2023. The election (if we need to have one) will be May 2nd 2023. Discussion occurred. It was noted that appointed years do not count towards term limits. Last year was NFPD's first true election. Sonny L. shared he will email the eligible board members a Self-Nomination form.
- G. Sonny L. shared the public Call for Nominations will be posted in the Telluride Daily Planet in addition to tonight's communication. The Call for Nominations will also be added to the NFPD website. Sonny L. recommended Candy M. become the DEO for this election and communicated he will help Candy M. though the process.
- H. Resolution to appoint Candy Meehan as the DEO for May 2nd 2023 election. Resolution: 23-1118. Motion: Wendy C. made the motion to appoint Candy M. as the NFPD 2023 DEO / Resolution 23-1118. Trace G. 2nd the motion. All aye's / No nay's / Motion passed.

VII. Wildland Captain's Report: (by Casey G.)

- A. WL Training: Feb 25th – March 5th 2023. 2 courses DFPC + State. More training is scheduled between Feb to April. Casey G. has a core group ready to go.
- B. 2 Hummers were added to our state SERF. At the basin both hummers are there + a type 6 and the state tender.
- C. Casey G. is working on a Burn Plan similar to the Forest Service. This is a long process and requires extensive research.
- D. Casey G. plans to provide a detailed WL budget to the board. Casey G. also shared that Zane T. has been going a good job and thanked him for it.
- E. The A.O.P meeting went well earlier today. They are working on predictive services. They are reducing dispatch entities for WL from 6 to 3 by December 2024. We will use Grand Junction in the future. We have support from Forest Service, BLM, and the State.

VIII. EMS Coordinator Report: (by Kathryn W.)

- A. Kathryn W. shared that Nancy and her attended the BLS instructor class in Lakewood, CO last week. Both passed the class. Both can now help John B. help teach the local CPR class.

- B. Ambulance1 and Ambulance2 have been inspected. Kathryn is still working on outfitting Ambulance3.
- C. Kathryn W. will work with John B. on an EMS grant next week.

IX. District Chief's Report: (by John B.)

- A. Mark Garcia resigned from the NFPD
- B. Shifts: Kathryn W. is moving into the shift position. 24/48 just like Heather.
- C. Kathryn W. and Sonny L. will help with grants moving forward.
- D. A DFPC grant is coming up which John B. will work with Casey G. on.
- E. March 1st is the target to have John's office converted into a bunk room for the POC personnel.
- F. Personnel changes will allow for some of the \$45k savings to be placed towards the POC program.
- G. Teaching at Norwood School: LNTB – 2nd graders is coming up. Basic Aid Training – for 8th graders, sophomores, and seniors. This year the classes will be held all at once. The school only has one science teacher and requested this change.
- H. CPR – Nancy and Kathryn will be taking over the CPR program and teaching the class. John B. will be available to help if needed.
- I. County Building Code Enforcement: Some issues are present at the county level. John B. is on the board of appeals. Meetings are schedule for the next couple of months.
- J. John Bennet approached John B. and communicated that he wants to build a Training Tower at the Airport. 3 story building just like the one in Montrose (slightly bigger). The area needs to be an acre of concrete or asphalt. Mr. Bennet is writing a grant to cover this. The airport is donating the acre to the Telluride Fire Department. John B. wrote a letter of support from the NFPD and is willing to instruct at the site once operational. Average cost is \$8M, the grant will cover half the cost.
- K. Employee Self Evaluations: John reviewed and are complete. Heather now has her job description and will be evaluated in 6 months.

X. Public Information Officer: (by John M.)

- A. Next article is the Shift Schedule news. This is big news being Norwood has never had 24/7 coverage before. Candy will be helping with the website in the future and recommended GoDaddy. The website will be static as needed. Social media will be updated regularly. John M. thanked all who contribute to the social media and website efforts.
- B. John B. thanked Casey G., Zane T., and Kathryn W. for all their hard work.

XI. Announcements:

- A. Candy M. shared Wright's Mesa Water Collation selected Bohannon & Houston. They will be approaching the Colorado Water Congress on Wed the 25th of next week. 20 watersheds will be represented. This will allow them to hire someone to organize the grant monies and opportunities. \$25M opportunity.

XII. Executive Session: John B. evaluation. Session start at 18:45.

XIII. Adjourn

- A. 18:51 hours