

**CLEAR CREEK FIRE AUTHORITY  
BOARD OF DIRECTOR'S MEETING MINUTES  
6:30 p.m., Wednesday, April 8, 2015  
Station 1 - Dumont**

**I. Call to Order**

The meeting was called to order by Chairman, Tim Mauck at 6:30 p.m.

**Attending:**

Board of Directors:	Tim Mauck	Chairman
	Wendy Koch	Vice Chairman
	Gene Day	Treasurer/Secretary
	Mark Reynolds	Georgetown Representative
	Tom Hale	Georgetown Representative
	Mike Hillman	Idaho Springs Representative
	Chris Frey	Silver Plume Representative
Others in attendance:	Kelly Babeon	Fire Chief
	Brian Oppenheimer	Assistant Fire Chief
	Bob Cole	Attorney at Law, Collins Cockrel & Cole
	Donna Gee	Recording Secretary
	Chief Qualman	Emergency Services Consulting International (ESCI)
Volunteers:	Mark Cucinella, Chris Gonzales, and Chris Rodriquez	

**II. Approval of Agenda**

Chairman Mauck requested to move # 10, Executive Session to # 4, Mike Hillman requested to note in motion to move to Executive Session that only Board members and counsel will be present and it was requested to add under Old Business b. Empire Station. Wendy Koch made a motion to approve the amended April 8, 2015 agenda. Gene Day seconded the motion and the amended agenda was approved unanimously.

**III. Executive Session Pursuant to 24-6-402(4)(b) with the Authority's Attorney Regarding a Notice of Claim Filed by Attorney Charles Norton**

Tim Mauck made a motion to adjourn to Executive Pursuant to 24-6-402(4)(b) with the Authority's attorney regarding a notice of claim filed by Attorney Charles Norton regarding a former shift personnel, having only Board members and council present. Tom Hale seconded and the adjournment to Executive Session was passed unanimously. No written minutes will be kept.

The regular scheduled meeting of the Clear Creek Fire Authority Board of Director meeting was reconvened. It was noted that only Board members and Counsel were present in the Executive Session.

Attorney Bob Cole made a recommendation for a motion for the Board to consider directing the hearing officer that has been engaged to carry out the Authority's post termination hearing policy and expand those hearings to include a liberty interest name clearing hearing and provide to the Board of Directors actual findings of both the termination of employment hearing and any allegation the employees may make to clear their names in the name clearing hearing. Tom Hale made the motion and Wendy Koch seconded and the motion passed unanimously.

**IV. Public Comment/Unscheduled Appearances**

No public comment was made.

## **V. Reading & Approval of Minutes**

It was noted that Chris Frey, Silver Plume Representative, was in attendance at the March 11, 2015 meeting and the year needs to be corrected under the Reading and Approval of minutes to 2015. Chris Frey made a motion to approve the March 11, 2015 minutes as amended. Wendy Koch seconded the motion and the amended minutes were approved unanimously.

## **VI. Approval of Bills & Financial Report**

### **Bills for Approval/Check Detail**

The Bills for Approval and the Check Detail were reviewed. Comments included: Christopher's Dodge World for \$3,848.98 was repairs to the red Dodge used by the Assistant Chief, Collins Cockrel & Cole for \$22,135.00 is for Legal Fees, Chief Babeon will provide the Board with copies of the invoices in confidential packets, which will include the breakdown of expense and QDS Communications Inc. is for radio batteries. No additional comments, questions or objections were made. Gene Day made a motion to accept the Bills for Approval/Check Detail as presented. Mike Hillman seconded the motion and the reports were approved unanimously.

### **Financial Report**

The Executive Summary of the Financial Report was reviewed as presented. Chief Babeon reviewed the reports. No comments, questions or objections were made. Mark Reynolds made a motion to accept the Financial Reports as presented. Chris Frey seconded the motion and the reports were approved unanimously.

## **VII. Old Business**

### **ESCI – Chief Qualman, Discussion of Evaluation Procedures**

#### **Chief Qualman**

Stakeholder interviews will be held on April 28, 29 (full days) and April 30 (1/2 day), 2015, every 30/35 minutes with a break between, large groups will be 1.5 hours. The stakeholders to consider are, those part of the organization (old or new), fire fighters/volunteers, officers, board members (meet individually), elected officials, business leaders in the community such as TommyKnockers, Dan Ebert, Timberline Disposal, rafting companies (meet as a group), the community, Henderson, Easter Seals, School District, Floyd Hill HOA, St. Mary's, Georgetown Mayor, Idaho Springs City Council, Sherriff's Office, EMS, and State Patrol.

A proposal letter with the cost, an amended scope of work (noted in italic) and a master plan study elements documents were distributed to the Board and the amendments reviewed. If the amendments are accepted, the timing will be impacted; a draft work plan with some dates was distributed. It was noted that the County GIS system will help with timing. The final draft would be available by August 19, 2015, for review by August 31, 2015; the 1<sup>st</sup> week of September could be the discussion on visioning. The additional scope work will round out the organizational evaluation and complete the process. Mark Reynolds made a motion to accept the additional cost and scope of work. Tom Hale seconded and the additional cost and scope of work was approved unanimously. Signing authority of the additional cost and scope of work will need to be given to Chairman Mauck. Mike Hillman made a motion to delegate the signing authority to Chairman Mauck for the additional cost and scope of work. Tom Hale seconded the motion and signing authority delegation to Chairman Mauck passed unanimously.

Chief Qualman had a reporter contact him and the Board agreed that the Board should be notified first when the press is reaching out. A press release will be done as follow up to this meeting to notify the public that the evaluation is in process. Chief Qualman also had some public contact him and the Board agreed that all public communication should go through the proper channels, through the Chairman and anyone in the grievance process should contact Attorney Bob Cole.

## **Empire Station**

A PDF file was received by Chief Babeon with the plans for building. Chief Babeon can start working on getting bids and will meet with Tom (April 10, 2015) to get detail on some of the interior walls; then will get prints sets printed to put out for bid. Wait to hear from Clay Brown regarding grant opportunities. Working on the packet for public ways review application, it needs to be reviewed and signed, which is due April 13, 2015; Chairman Mauck can sign on Friday. It was noted that if a good contractor is selected, the project would not require much of Chief Babeon's time. Mark Reynolds offered to volunteer some time to help (if MR Construction does not bid), i.e.: make calls. Bids for approval should be available for review at the June meeting.

## **VIII. New Business**

### **ESCI Additional Scope of Service Proposal**

The ESCI additional scope of service was approved in old business during the discussion of evaluation procedures.

## **IV. Report from Assistant Chief Brian Oppenheimer**

- Engines: 1, 2, 3, 6, 7, 8 and 9 have recently received preventative maintenance checks and all mechanical issues have been resolved at this moment.
- Engine 4 is currently being diagnosed for an electrical issue.
- Some engines needed to have the computers reflashed.
- Engines 4 & 10 were towed for fuel pump issues; working to receive some expenses.
- Completed the stocking and inventory of all the new engines.
- Conduct overdue preventative maintenance checks and perform all necessary servicing for the remaining apparatus and ladder trucks.
- Engine 41 has an electrical issue that will be resolved than sent to have pump leakages repairs.
- The red Blazer is in service (Rescue 6); it will be medical unit for the east end of the county.
- The white Tahoe is now equipped with emergency equipment and will be in service this week (Rescue 1); it will be functioning as a medical/shift unit out of Dumont Station 1.
- Updating some of the emergency and regular lighting to more efficient throughout the district.
- Working with outside instructors to assist with in house training.
- Researching the cost for a Firefighter I academy, as well as a Driver/Operator Certification Class; once complete the volunteer participants will take the Colorado State FFI and D/O, until than the training matrix be withheld (one year). Some volunteers are taking the Wildland course to become "Red Card" certified (2 new and 1 refresher).
- CCFA has a Hazardous Material Awareness Class scheduled for May.
- A CPR/AED Certification Class will be (9 people attending).
- Volunteer Chris Gonzalez will be taking a Rope Rescue Technician Class in May and is currently taking a Hazardous Material Operations Class at Evergreen Fire. He will get his JPR's so that he can obtain his Firefighter 1 certification.
- A 2 hour tabletop introductory medical training and 2 hour hands on medical training was provided new recruits and refresher for current volunteers.
- Expired drugs have been replaced in all "Advanced Life Support" medical kits at Stations 2 and 4.
- Medical equipment for restocking has been ordered.
- 5 additional ALS kits are being put together.
- A file has been established with volunteer medical certifications.
- Various volunteers are working as "Duty Crew".
- The week of April 1, coverage ranged from 1-3 volunteers on Wednesday, Friday and Saturday.
- There has been some interest in the dormant Residency Program; looking to reopen.

**V. Report from Fire Chief Babeon**

A written report was distributed to the Board as well as an updated roster of current members.

3/18/15: Attended Clear Creek County Wild Fire Fuels Reduction Task force Meeting.

3/24/15: Structure fire at 101Evergreen Lane in Blue Valley; details were provided to the Board.

3/25/15: New Member Orientation meeting- 11 new applicants present.

3/28/15: Wild land fire adjacent to exit 241at east end of Idaho Springs on north side of Creek; details were provided to the Board. It was noted that response time on this wild fire was longer than the structural fire due to less volunteers on that day; wild fire has longer prep time, and some volunteers do not respond to wild fire; confirmed by Mark Cucinella.

4/1/15: Driver Safety Training with 21in attendance, 12 were new member applicants.

4/8/15: Motor vehicle accident with Fire at Guanella Ranch on Hwy 40; details were provided to the Board.

- Finalized Mutual Aid Agreement with Lake Dillon Fire
- Submitted requested information to Tara Hosick at Henderson Mine
- Sent favorable reference letters to Eric and Hunter Helmick
- Contacted Gordon Grosslight, consultant referred by Tom Hayden; opted out after ESCI hired
- Chief Babeon plan on attending City Council meetings to keep open communication on fire response capabilities.

**VI. Announcements**

No announcements were made.

**VII. Adjournment**

Tim Mauck adjourned the meeting of the Fire Authority Board of Directors.

**The next regularly scheduled meeting is May 13, 2015 at 6:30 p.m. at the Fire Authority in Dumont.**



**Tim Mauck –Chairman**