

INDIAN HILLS FIRE PROTECTION DISTRICT

4476 Parmalee Gulch Rd.
P.O. Box 750
Indian Hills, CO 80454
Phone: 303-697-4568

BOARD MEETING MINUTES

Wednesday, February 22, 2023

The Minutes are intended to reflect the discussions that occurred and decisions that were made by the members; they are not intended to be a transcription of the meeting.

ATTENDEES:

Fire Protection District Board Members: Scott Kellar – President, Chris Vigil – Secretary, Marc Rosenberg -Treasurer, Scott Rypkowski, Kelley Lehman

Fire Department Members: Mark Forgy – Chief

Non-Members: Anita Fritz – District Accountant, Angel Dee Manning - Recording Secretary

Other Attendees:

MEETING CALLED TO ORDER: 19:07

The meeting was called to order by President Scott Kellar at 19:07 hours.

INTRODUCTIONS:

President Kellar welcomed everyone to the meeting.

APPROVAL OF THE AGENDA:

President Kellar called for any additions or suggested changes and there were none.

PUBLIC COMMENTS:

There were no public comments.

PREVIOUS MINUTES:

After review, Treasurer Marc Rosenberg made a *motion* to waive the reading of the February 2023 Meeting Minutes, which was seconded by Director Kelley Lehman and passed unanimously.

Director Rosenberg made a *motion* to approve the February 2023 Minutes as amended. Director Scott Rypkowski seconded the motion, which passed unanimously.

TREASURER'S REPORT:

Monthly Financial Reports

Director Rosenberg reviewed the financial report with the board. After reviewing, Director Rosenberg made a *motion* to approve checks #14568 – 14592, SDA renewal, pension contribution, automated payments, credit card expenses, and bank fees. Director Lehman seconded the motion, which passed unanimously.

DEPARTMENT/OFFICERS' REPORTS:

District Updates – Fire Marshal

Chief Forgy reviewed the Fire Marshal Services Activity Report with the board for January 23 - March 24, which included emails and Jeffco letters for additions, remodels, sprinkler permits, gate permits, carports, and an on-site to determine occupant load. The invoice for these services will be placed in line for payment.

Chief's Report

Chief — Mark Forgy

Chief Forgy discussed the CWPP development with the board. He and Fire Captain, Mike Fassula, have reviewed and provided feedback on all sections and they are conference online Friday for a final meeting before the public meeting on the 27th. Postcards went out this week, social media push has gone out, and the website is updated. He stated that the evacuation zones are currently being finalized, which will be a part of the CWPP and will be sent to Jeffcom for evacuation notifications. He informed the board that the roof in the office is leaking badly along with the roof in the old radio room. We will have to wait until springtime to get proper repairs done and those will have to be done before any remodeling. Chief Forgy then reported the MMWMC group had a sheriff's office representative making a more regular appearance and they're inviting fire agencies to combined trainings around evacuation and transition of authority. He reported that our EMTS grant was submitted on the 15th with the help of Angie Sowa, a former member. He stated he received clearance from our medical director and will now be responding as a licensed paramedic to medical calls. He stated that we are about to start another recruitment push as we have had a couple members step back and we need to refill our ranks.

Calls for February: 2 Medicals, 2 MVAs, 2 False Alarms, 1 Odor investigation/hazardous condition, 1 Mutual Aid Structure Fire; 8 total for February so far; 24 calls year to date.

Officers' Reports

Assistant Chief — Marc Rosenberg

Assistant Chief, Marc Rosenberg, discussed Mutual Aid with Foothills Fire. Discussion ensued regarding the need to know where Highland stands with regards to ambulance services, and the fact that Foothills uses 800 radios, which we don't use. There was also discussion of Auto-Aid where aid would be instant, however, would be difficult to coordinate at this time with changes in the Foothills Chief position.

Fire Captain — Mike Fassula

Not present.

EMS Captain — Bob Fager

Not present.

OLD BUSINESS:

CWPP Development Updates

Previously covered in Chief's report.

CWPP Community Engagement Timelines

Previously covered in Chief's report.

Website Upgrade / ADA Compliance Requirements

A group was formed at the January board meeting to gather information for augmenting/upgrading the IHFR website and meeting ADA state compliance requirements. The group consists of two board members, Scott Rypkowski and Chris Vigil, and the district office manager. The group will present possible options and findings at the April IHFPD Board of Directors meeting. A light discussion among board members resulted in proposed avenues to consider including finding someone in-house that would be capable of bringing the existing website into ADA compliance.

May Election Updates

The district office manager reported the Notice to Electors (transparency notice) was filed and Call for Nominations posted to the website and published in the Canyon Courier as required of special districts under Colorado Revised Statutes.

NEW BUSINESS:

CMS Data Collection

The board reviewed a letter they received from EMS Captain, Bob Fager. The letter is regarding the board's decision to not to participate in the CMS Data Collection based on cost benefit analysis and Chief Forgy's recommendation. Secretary Vigil led the discussion by reading the letter aloud and the board acknowledged each of the concerns that were listed. After consideration and discussion of the letter's contents, the board decided to adhere to their original decision to not participate in the CMS Data Collection.

Foothills Fire Auto-Aid Discussion

Previously discussed in Assistant Chief's report.

ADJOURNED: 20:44

Director Rosenberg made the *motion* to adjourn the February 2023 IHFPD Board Meeting and Director Rypkowski seconded the motion, which passed unanimously, and the board meeting adjourned at 20:44.

President:

Secretary:



MOTIONS MADE AND PASSED:

- To waive the reading of the February 2023 Meeting Minutes. Motion made by Marc Rosenberg; seconded by Kelley Lehman; unanimous.
- To approve the February 2023 Minutes as amended. Motion made by Marc Rosenberg; seconded by Scott Rypkowski; unanimous.
- To approve financials. Motion made by Marc Rosenberg; seconded by Scott Rypkowski; unanimous.
- To adjourn the February 2023 Meeting. Motion made by Marc Rosenberg; seconded by Scott Rypkowski; unanimous.