

Carbondale & Rural Fire Protection District
Meeting of the Board of Directors
February 14, 2024
11:00 a.m.

Agenda

- A. Call to order & roll call
- B. Consent Agenda
 - 1. Approve Previous Minutes
 - 2. Current Bills & Balances
- C. Persons Present Not on the Agenda
- D. Staff Reports
 - 1. Chief's Report
 - 2024 Strategic Planning – Mission/Vision Statements, Board Approval
 - 2024 Standard of Cover Project
 - CMC/RFSD/CRFPD Project Partnerships
 - 2024 Impact Fees Process
 - Operations Building Project
 - 2. Attorney's Report
 - 3. Other
- E. Financial Report
 - 1. Other
- F. Old Business
 - 1. Auto-aid Paging Project Update
 - 2. Other
- G. New Business
 - 1. Garfield County FMLD Grant, Resolution 2024-002
 - 2. Website Accessibility Policy
 - 3. Other
- H. Adjourn

CARBONDALE & RURAL FIRE PROTECTION DISTRICT

MINUTES OF THE MEETING

BOARD OF DIRECTORS

CARBONDALE FIRE HEADQUARTERS

JANUARY 10, 2024

The Board of Directors of the Carbondale & Rural Fire Protection District met for their regular meeting on January 10, 2024 at the Carbondale Fire Headquarters/Training Building.

President Gene Schilling called the meeting to order at 11:01 a.m. Directors present were Mike Kennedy, Michael Hassig, Gretchen Stock Bell, and Sydney Schalit. Also present were Rob Goodwin, Jenny Cutright, Mike Wagner, Stephanie Schilling, Kat Bernat, Pablo Herr, Kevin Greene, Josh Greene, Cory Close, Chris DeMeyer, Davis Farrar, Tyler Nicholson, Karl Oliver, Chris DeMeyer, Keegan Fawley, Taylor Rogers, Tamar Mattorano, Greg Fitzpatrick, Susan Manche, Althy Brimm, Randi Brimm, Allyn Harvey, and James Steindler.

CONSENT AGENDA

The items on the consent agenda were:

- Approve Current Bills and Balances
- Approve the Minutes of the December 13, 2023 regular meeting
- Approve Resolution 2024-001, annual posting places resolution

MOTION: made to approve the consent agenda as noted. Davis Farrar requested that an edit to the December 13, 2023 minutes be made regarding the public comment. He requested more detail regarding the public comment be added to the minutes. Discussion followed. The motion was rescinded.

It was requested to remove the Approval of the Minutes of the December 13, 2023, regular meeting from the consent agenda.

MOTION: made to approve the revised consent agenda. It carried and passed unanimously.

PERSONS PRESENT NOT ON THE AGENDA

Athy Brimm spoke to the Board of Directors. She said that one thing that was not discussed at the December Board of Directors meeting was the price of housing. She said that young people who move here are vital to the community and can barely afford to buy a home, much less the increase in property taxes. She requested the Board of Directors consider this point when reviewing the 2024 mill levy.

Tamar Mattorano spoke to the Board of Directors. She said that she appreciates what the fire department does. She recognized homes are expensive here but noted that a home is one of the biggest investments a person will make and that needs to be protected. She said that she is supportive of funding the fire

department, noting that it needs to spend money to maintain gear and equipment. She said protecting homes and running an ambulance service cannot be done without people, equipment, training, insurance, and other costs of doing business. She noted that she hopes that all branches of government share the cost of lowering taxes, but it shouldn't fall to Carbondale Fire.

Greg Fitzpatrick spoke to the Board of Directors. He said that he spoke to the assessor's office to determine what a tax credit means for him. He said that he understands the tax credit is temporary. He noted that there is not a lot of direction being given to the District from the State, so everyone is caught in a difficult position. He said that a temporary tax credit makes sense as it lowers the mill levy and is a placeholder while the State works on solving the property tax problem. He also encouraged the Board of Directors to think about camera and drone technology for detecting wildfires. Rob Goodwin said that the District has partnered with Pitkin and Garfield Counties, and the new owner of the Redstone Castle to put in service Pano AI cameras that help detect wildfires early. Discussion regarding Pano AI cameras followed.

Davis Farrar spoke to the Board of Directors. He noted that the posted budget showed a \$665,000 temporary tax credit. He also said that the Garfield County numbers is a 46% increase in revenues. He encouraged the Board of Directors to reduce the mill levy because he believes the increased assessed valuations will be a problem for a number of years before it is solved. He said that he recognizes that the District needs money to operate but believes that frugality is not a bad thing. He encouraged the Board of Directors to take the public's comments to heart on a temporary tax credit.

Taylor Rogers spoke to the Board of Directors. She said that this is a very complex issue on both sides and recognizes that it is very hard for people her age to buy a home here. She questioned how a temporary tax credit would impact the District. Rob Goodwin said that a temporary tax credit will impact the District's ability to purchase capital needs, which is still behind, and building an adequate reserve balance. He added that the current budget protects the staffing level which is vital.

Allyn Harvey spoke to the Board of Directors. He said that he is calling on the Board of Directors to issue a one-year temporary tax credit while waiting to see what the State of Colorado does regarding property taxes. He said that the increase in tax revenue is a windfall and feels that it will create ill will with the public if the Board of Directors doesn't issue a temporary tax credit, He encouraged the Board of Directors to issue a temporary tax credit at least on a temporary basis.

Michael Hassig said that the Board of Directors has been discussing the property tax issue for the past five months, coupled with the uncertainty of the November election. He said that the Board of Directors has reviewed different operational scenarios with different levels of funding. He added that another caveat is that the District has been trying to regain assessed valuation amounts for the past 12 years. He added there are issues with climate change, an aging population, the current demographics, and what the public expects when the District responds that need to be taken into consideration. He said that he plans to give some of the money back, but also plans to keep some of it. His belief is to err on the side of public safety.

Mike Kennedy said that he agrees with Michael Hassig. He said that he has been on the Board for many years and experiences a number of ups and downs. He said that his job as a board member is to look out for the fire district and ensure it is able to do its job. He added there is a lot going on that the District needs to be prepared for. He said that the District is still recovering from the recession, but he would like to be able to give something back.

Sydney Schalit thanked the public for attending the meeting and their comments. She noted that the Board are also taxpayers. She said that her priority is the incredible crew. She said that the staff is facing the same increased cost for daily items and they need to be taken care of, noting that the District has competitive wages so it can retain the best employees. She said that she would like to issue a temporary tax credit because she believes in being responsible, but also needs to consider emergency response needs, training community members, and engaging with the community. She said the level of community engagement from the fire district is incredible. She said that the cost of living here is felt by all of the board and staff.

Gene Schilling said that the Board will be discussing the amount of a temporary tax credit. He said that amount is not yet determined. He added that when the District's revenues dropped 45% in 2014, no one came forward saying the District should receive extra funding. He said that the District's reserves are what kept the District funded. He added that training one Paramedic costs around \$100,000, and the District is looking for the best ways to stretch those dollars. Gene Schilling said that the day before the staff had 13 calls for service over a 24-hour period, with three of those calls being significant, including a CPR call. He said those calls must be answered and the District funded.

Gretchen Stock Bell thanked the public for attending. She noted that she is looking at the big picture when making decisions. She noted that it is important that the Board is consistent, fair, and reasonable. She said the Board is taking into consideration the feedback provided. She said that there are big decisions to make but the fire department operations need to be a priority.

Tamar Mattorano spoke to the Board of Directors. She said that the bottom line is when your when your house is on fire, you expect a fire truck to respond. She said the fire department must be prepared to respond to any kind of emergency. She said it boils down to response an having the right equipment, well trained people, the gear and the know-how. She said whatever it takes to accomplish that, she supports it.

2024 BUDGET ADOPTION

A 1 mill temporary tax credit was presented to the Board of Directors for their consideration. It was noted that is a 30% reduction in the assessed valuation increase. Rob Goodwin said that Staff took guidance from the Board of Directors comments and direction when determine a temporary tax credit to propose. He noted that the budget can support a 1 mill temporary tax credit, but it will affect capital projects and the reserve. Discussion followed.

MOTION: to adopt Resolution 2024-002, A Resolution Summarizing Expenditures and Revenues for each Fund and Adopting a Budget for the Carbondale & Rural Fire Protection District, Colorado, for the calendar

year beginning on the first day of January, 2024 and ending on the last day of December, 2024. It carried and passed unanimously.

MOTION: to adopt Resolution 2024-003, A Resolution Levying General Property Taxes for the Year 2024, to Help Defray the Costs of Government for the Carbondale & Rural Fire Protection District, Colorado, for the 2024 Budget Year. It carried and passed unanimously.

MOTION: to adopt Resolution 2024-004, A Resolution Appropriating Sums of Money to the Various Funds and Spending Agencies, in the Amounts and for the Purpose as set forth below, for the Carbondale & Rural Fire Protection District, Colorado, for the 2024 Budget Year. It carried and passed unanimously.

MOTION: to adopt Resolution 2024-005, A Resolution Designating all Year-End Fund Balances as a "Reserve Increase". It carried and passed unanimously.

MOTION: to adopt Resolution 2024-006, A Resolution Appropriating Additional Sums of Money to Defray Expenses in Excess of Amounts Budgeted for the Carbondale & Rural Fire Protection District, Colorado (General Fund). It carried and passed unanimously.

MOTION: to adopt Resolution 2024-007, A Resolution Appropriating Additional Sums of Money to Defray Expenses in Excess of Amounts Budgeted for the Carbondale & Rural Fire Protection District, Colorado (Capital Projects Fund). It carried and passed unanimously.

MOTION: made to take a recess at 11:50 a.m.

MOTION: to return to the regular Board of Directors meeting at 11:54 a.m.

EMPLOYEE LENGTH OF SERVICE AWARDS

The board established every 5 years the people are recognized for their service to the district.

The Board of Directors recognized the following people for their service to the District:

Cory Close, 5 years

Chris DeMeyer, 5 years

Pablo Herr, 10 years

Josh Greene, 15 years

Kevin Greene, 20 years

Kat Bernat, 20 years

Jenny Cutright, 30 years

STAFF REPORTS

Chief's Report The operations building project is moving forward. The documents are being worked on through Alpine Bank. The drawings have been sent to the Town of Carbondale to review, though not in an official capacity.

The revised impact fees process is being worked on. Rob Goodwin will work on getting on the countys' agendas.

The health and safety committee going is to develop a program to help members. The District has not offered annual physicals, cancer screenings, or physical fitness testing in the past. The committee is working on guidelines and annual mandatory physicals for responders. Annual physicals will be offered to volunteers, though not mandatory. This is about improving our staff's health.

NEW BUSINESS

Chief Goodwin Annual Evaluation The Board of Directors performed Fire Chief Rob Goodwin's annual evaluation. Discussion of Rob Goodwin's leadership, overall job performance, and 2024 wage followed. Comments from the Board of Directors included: it is an honor to work with you and be part of your team. Your approach to management is something that I look up to. Your ability to look into the future is such an asset. I appreciate your leadership. You are invested and dedicated to this organization. You have done a great job, we have made a lot of changes and done a lot since you became the Chief. You love the staff as they are your family. That is the way to run an organization. Rob lives what he says.

MOTION: to give Rob Goodwin a 20% raise effective January 1, 2024. It carried and passed unanimously.

Director Sydney Schalit left the meeting at 12:31 p.m.

STRATEGIC PLANNING PROJECT

The strategic planning process has been going on with the executive team. There was a values audit and the team has zeroed in on the corporate values. The Mission and Vision Statements were also updated. These will become part of the 5-year strategic plan.

OLD BUSINESS

Marble Project The Marble Tower is done, and fiber connected. There should be high speed internet in Marble soon.

Aspen Glen Project This is slowly moving along in the Garfield County approval process.

MOTION: made to adjourn the Board of Directors meeting at 12:48 p.m. It carried and passed unanimously.

Respectfully submitted,

Jenny Cutright, Recording Secretary

Gene Schilling, President

DRAFT



Chief's Report & Updates – February 14, 2024

2024 Strategic Planning Project

At the January board meeting, we passed out our new Mission and Vision Statements for your review. There are copies included in your February packet as well. Please review these for the meeting as I would like to get the Board's approval before moving on in our planning process. The statements along with the Strategic Objectives are the foundation of the rest of the plan and we all need to be aligned on this moving forward as there will inevitably be funding and policy needs to implement the plan in the future. The Executive Management Team has been doing outstanding work over the past 3-4 months and I am excited about the direction that we are headed.

2024 Standard of Cover Project (SOC)

A "Standards of Response Coverage" program is an important part of not only our strategic planning process but also our vision and direction for providing emergency services moving forward. A SOC is one of the foundational steps for achieving accreditation with the Center for Public Safety Excellence. The CPSE is the organization that reviews and gives accreditation to fire departments nationwide. Achieving accreditation is an important piece of our strategic plan and for the communities that we serve.

In 2017, Bill Gavette and I developed and wrote our first Standard of Cover document coming out of a recommendation from the Master Plan Group results in 2015. It is a good document but many things have changed since and we need to re-write it. For now, there is not a lot for the board to move on but, I want you to know all of the pieces of this planning process with which we are engaged.

CMC/RFSD/CRFPD Project Partnerships

As the Board of Directors is aware, CRFPD is actively engaged in partnerships and projects with CMC and RFSD, two of these projects are moving along in a very positive direction:

- CMC and CRFPD have been working on adding an additional storage & classroom building on the current CRFPD training grounds. One of the major hurdles to accomplishing this has been the fact that in any location, the building will encroach on RFSD property. Recently, all three groups met and discussed the issue. RFSD has indicated that they will grant us any easement or lease that needs to happen for this project to be completed. A4 Architects and Phil Vaughan are currently working on more complete drawings and the necessary engineering specs from Sopris Engineering relating to the property. I believe that we will be able to move this project forward and continue to further cement our partnerships with both CMC and RFSD.
- The second item was also discussed at our recent 3-way meeting. The idea of employee housing on the property next to the CRFPD admin building was discussed. Interestingly, all three of us have a real need for employee housing and RFSD was very receptive to continuing to pursue this possibility. We decided to have CRFPD move forward on conceptual drawings for a project that hopefully will include housing space for all three organizations on this site. I am not sure what this will end up looking like but, this is a very positive step forward for CRFPD.

2024 Impact Fees Process

I have contacted both Pitkin County and Garfield County to get our impact fee update and increase request on their agendas. It has been a bit slow as response from both has been very slow or non-existent so far. I am continuing to press in and will get on their agenda along with RPI consulting. Additionally, I have reached out to the Town of Carbondale and hope to have an update on all of these at the February Board meeting.

Thank you very much,

Rob Goodwin



MISSION STATEMENT

To Forge a Legacy of Superb Service and Partnerships Rooted in Love and Excellence

Compassion

Culture

Commitment



Carbondale & Rural Fire Protection District

Vision Statement 2024

Vision Statement

It is the vision of Carbondale & Rural Fire Protection District to create a leading all-hazards emergency service organization. By developing exceptional personnel and maintaining partnerships, we will deliver outstanding service to our communities while ensuring fiscal sustainability and continuing our People First culture.

Objectives

- **Objective #1:** Continually develop the organizational Vision, Courage and Will to envision what the future can be, along with the hunger to be unsatisfied with the status quo of now, so that we act in the present to create a future of possibilities and success for the generations that follow.
- **Objective #2:** Recruit and maintain personnel who share our values and are dedicated to the mission and vision at CRFPD, maintaining a high level of training and readiness ensuring delivery of the highest standard of care possible to our communities.
- **Objective #3:** Develop relationships and partnerships in our communities to enable people and organizations to become educated and stay informed in order to keep our communities safe.
- **Objective #4:** Develop and maintain emergency and non-emergency services that excel in the serving of our communities. CRFPD's overall public safety mission is keeping our communities safe.
- **Objective #5:** Ensure CRFPD remains a fiscally sound organization and good stewards of public funds.
- **Objective #6:** Ensure that our apparatus, equipment and buildings are maintained and replaced in a well thought out, organized and fiscally prudent manner.

Organizational Beliefs

- We believe that Love for one another is the foundation for achieving and maintaining excellence.
- We believe that Love extends into our ability to be engaged with and trusted by the communities we serve.
- We believe in being a group of people who uphold our values of Love, Honesty and Compassion, both personally and professionally.
- We believe in our values of Love, Compassion, Culture and Commitment among our members.
- We believe that cooperation with our neighbors and agencies within our region enable us to deliver excellent service and a high standard of care.
- We believe in working to support the greater good in everything we do, as an organization and as individuals so that the future is open for generations to accomplish even more.

Organizational Outcomes

- We are moving forward with confidence while adjusting to changing conditions and new norms.
- We have built a foundation of financial security and sustainability, being forward thinking and proactive while adjusting to new realities as they are encountered.
- We will be clear eyed and resilient as we continue growing in an uncertain world, creating a certain future that we will build.
- We are not waiting or hoping for something good to happen, we are making our future happen.



CRFPD Strategic Objectives 2024

- **Strategic Objective #1: Continually develop the organizational Vision, Courage and Will to envision what the future can be, along with the hunger to be unsatisfied with the status quo of now, so that we act in the present to create a future of possibilities and success for the generations that follow.**
 1. Creation and development of a training program that is regional in approach as a result of agreements, planning and sharing of resources with all emergency service agencies in our region.
 2. Development and institutionalization of identified common incident operational guidelines between regional agencies to help ensure the life safety of our members and efficient, effective delivery of the highest standard of care possible to our communities.
 3. Continued development of partnerships with Colorado Mountain College that creates and continues the delivery of Fire Science, Paramedicine, Officer Development and Leadership degree and certificate programs for current and future emergency services responders and leaders.
 4. Development, expansion and delivery of community fire and life safety education programs and services to all of our communities including, non-english speaking, senior citizens and senior living facilities, all grade levels of schools, local businesses and organizations.

- **Strategic Objective #2: Recruit and maintain employees and volunteers who share our values and are dedicated to the mission and vision at CRFPD while maintaining a high level of training and readiness to provide a high standard of care to our communities.**
 1. Development and implementation of clear personnel policies
 2. Regular employee reviews to set expectations and ensure understanding of needs and priorities of both supervisors and subordinate employees.
 3. Establish clear job descriptions for every employee.
 4. Establishment of succession plan for each employee along with identification of training and performance goals to achieve individual succession plans.
 5. Development and implementation of updated volunteer program, including; new member intake and training, and volunteer participation requirements and incentives program.
 6. Continued development of Human Resources Division that ensures CRFPD's ability to take care of our people.



CRFPD Strategic Objectives 2024 Continued

- **Strategic Objective #3: Develop relationships and partnerships in our communities to enable people and organizations to become educated and stay informed in order to keep our communities safe**
 1. Strategic partnerships with all schools to enable development of comprehensive safety programs along with delivery of information to students and parents.
 2. Expansion of Open House concept to include local law enforcement programs such as bike safety, etc.
 3. Expand partnerships with CMC and RFSD to deliver certificate and degree level Fire Science and Paramedicine opportunities for students in the Roaring Fork Valley.
 4. Expansion of safety programs and education for senior citizens, senior housing authority and HPCC.
 5. Development and delivery of wildland fire specific safety programs and information throughout the district, partnering with county and federal agencies with appropriate resources and programs.
 6. Partner with local governments to develop and maintain up to date fire codes and standards.
 7. Continue development and completion of inter-agency wildfire mitigation projects in and around Wildland/Urban Interface (WUI) areas and subdivisions.

- **Strategic Objective #4: Develop and maintain emergency and non-emergency services that excel in the serving of our communities. CRFPD's overall public safety mission is keeping our communities safe.**
 1. Develop and maintain up-to-date Standard Operating Guidelines (SOGs) and protocols for patient care.
 2. Regular shift level trainings in both fire and EMS disciplines that aligns with SOGs and protocols.
 3. Regularly scheduled and performed apparatus checks for all apparatus to ensure response ready state of vehicles and equipment.
 4. Development of line officer and shift commander standards/training for crew and incident management.
 5. Explore and develop community-based programs that improve community wellness and safety eg. Community Paramedic, CPR/First Aid training etc.



CRFPD Strategic Objectives 2024 Continued

- **Strategic Objective #5: Ensure CRFPD remains a fiscally sound organization.**
 1. Up to date budget development and accounting practices (development)
 2. Ensure continued, responsible management of the District's finances and resources.
 3. Annual Budgeting/Spending Plan with Input from Department Heads and the Board of Directors.
 4. Long Range Financial Planning (General Fund) to Identify Spending Priorities.
 5. Create a Stable Reserve Fund of No Less Than \$2 Million.
 6. Seek Grants and Other Funding Sources – such as Wildfire Assignments and Polo Matches – to increase Revenues.
 7. Improve Financial Accountability by Maintaining an Up To Date Inventory.
 8. Improve staffing levels to enable Admin Division to achieve Strategic Objectives.

- **Strategic Objective #6: Ensure that our apparatus, equipment and buildings are maintained and replaced in a well thought out, organized and fiscally prudent manner.**
 1. Development and implementation of a vehicle replacement schedule, collaborating with the board of directors on priorities and funding sources.
 2. Development and implementation of a capital equipment replacement schedule, collaborating with shift staff and board of directors on priorities and funding sources.
 3. Planning for future station locations and upgrades/improvements for existing stations.
 4. Develop and maintain a responsive and efficient Maintenance Division that incorporate up-to-date systems and a modern planning program to enable timely, efficient maintenance/repairs of buildings and fleet while delivering accurate reporting that ensures the highest level of safety for personnel and cost effectiveness for the District.



Operations Report

February 2024

January 2024 Responses				
Incident Type	2024	2023	% of Total Month/Yr	+/- 2024-2023
Structure Fires	2	1	1.5%	50.0%
Vehicle Fires	1	0	0.8%	0.0%
Other Fires (100)	5	0	3.8%	0.0%
Rupture/Explosion (200)	0	0	0.0%	0.0%
EMS/Rescue (300)	57	73	43.2%	-28.1%
Haz. Condition (400)	5	6	3.8%	-20.0%
Service Call (500)	14	4	10.6%	71.4%
Good Intent (600)	30	11	22.7%	63.3%
False Call (700)	18	6	13.6%	66.7%
Severe Weather (800)	0	0	0.0%	0.0%
Special Incident (900)	0	1	0.0%	0.0%
Total All Incidents	132	102	100.0%	22.7%

2024 Responses YTD			
2024	2023	% of 2024	+/- 202-2023
2	1	1.5%	50.0%
1	0	0.8%	100.0%
5	0	3.8%	100.0%
0	0	0.0%	-100.0%
57	73	43.2%	-28.1%
5	6	3.8%	-20.0%
14	4	10.6%	71.4%
30	11	22.7%	63.3%
18	6	13.6%	66.7%
0	0	0.0%	0.0%
0	1	0.0%	-100.0%
132	102	100.0%	22.7%

Important Events & Projects

- 2 Structure Fire Responses
- 2 Wildland Fire Responses
- Executive Team Retreat
- Federal Wildland Fire Assignment Planning

Respectfully Submitted,

Michael Wagner – Deputy Chief, Operations



Board of Directors Report – Prevention

January 2024

Completed Plan/code Reviews

- Kortze Activity Envelope and Site Plan Review.
- Plan review Jalisco Grill.
- Plan review for 1199 Village Rd. a
- Sprinkler review for 1199 Village Road.
- Site review for access at 65 Cooper Pl.

Inspections

- Final sprinkler inspection Ranch at Coulter Lot 22.
- Final inspection for Jalisco Grill.
- Food Trailer inspection for New York Pizza.
- RFSD Meadowood project fire sprinkler pipe.
- Fire Suppression Inspection report from Pye-Parker.
- Completed sprinkler system test and inspection report for 5694 Upper Cattle Creek Rd.
- Food cart inspection (Chef Cart).

Other Projects

- Environmental Site Assessment for 1058 County Road 100.
- Adding inspections and intergrading First Due to a new platform, First Arriving.
- Continuation of strategic planning.
- Environmental assessment of 12 lots located between Colorado Ave, 6th Street, and Promenade.
- Wildfire question on requirement for RD 112.
- ACLS renewal for Karl.
- Fire Report for home owner in the district (Heather).

Administrative

- Working with Training Consortium to create a 501C3 non-profit to facilitate expansion of the Consortium
- Working with Training Consortium to consolidate training equipment to reduce valley wide Fire Department spending on redundancy of equipment/gear
- Fire training plan for 2024 with lead and adjunct instructors has been implemented
- Exploring training plan for volunteer members
- Finalizing Training Division SOG
- Have moved forward with Vector Solutions as an online training platform that facilitates continuing education via LMS, records management, certification training for renewals
- Processed and approved 18 outside training for CRFPD members
- Organized IQS in accordance with national standards
- Teaching the Firefighter 1 Academy as lead instructor with 18 students (4 students are with CRFPD)
- Received a 240,000btu indirect fire diesel heater for the training building to reduce icing inside of the building.
- Received an approved PO for forcible entry prop. (order has been placed)
- Conducting CEPA EMR class for RFHS via CMC (majority of the students were in the Basic Fire Course from fall of 23')
- Continuing to work with CMC to bring the AAS/BS Fire Science Degree and Paramedic Program to Carbondale
- Assisting with EMT basic class that is being held at CRFPD for spring semester of 24'
- EMT Basic class will be held at CRFPD in spring of 24'
- Firefighter 2 class will be held at CRFPD in spring of 24'
- Deter will be assisting in teaching a 1403 live fire instructor course to facilitate future trainings for live fire instructors in the local region
- Completed realignment with CALS for BLS certifications and working on getting personnel faculty positions with CALS to facilitate ACLS, PHTLS, PALS courses for CRFPD and the Roaring Fork Valley
- Planning roles and responsibilities of Training Captain and Training Lieutenant for 2024 to enhance success of CRFPD training program as well as the partnerships the district is forming with CMC and RFHS
- Training Lieutenant will start in new role February 18th

Professional Development

Deter is attending Roaring Fork Leadership Academy

Deter is finishing Masters Degree in Fire Administration

CRFPD Training Hours - 982.25 ytd

Respectfully – *B. Deter*



EMS Chief Report January 2024

EMS Patients January 2024 –

- 55 EMS Patient contacts in January 2024

EMS Training January 2024 –

- 173.5 EMS Training Hours

Projects and updates–

- Manage EMS Ordering/inventory for CRFPD
- Maintain supplies/medications in vending machine for CRFPD
- Fire/EMS Report review, NFIRS /NEMSIS submissions and Q&A
- Assisted in new Lieutenant Promotional Assessment
- Attended a Gafield County EMTAC Meeting
- Coordinated County EMS Protocol Review meeting #1
- Attended Executive team Planning meeting
- Continued planning for 2024 mock distracted driver/DUI
- Regular staff/Chief meetings
- Covered On Call Chief rotation shifts
- Incident response in district as needed
- Worked with Training Division on scheduling/coordinating future EMS training
- Controlled substance monitoring and inventory
- Assisted volunteers/Staff with projects and task books as needed

Respectfully submitted,
Garrett Kennedy
EMS Chief

Checks Issued Between Board Meetings

General Fund

Mission Critical	\$1,769.00
Xerox Financial Services	\$593.09

Capital Projects Fund

none

Miscellaneous Income

General Fund

none

Capital Projects Fund

none

January 31, 2024

		Interest Rate
General Fund		
Alpine Checking	219,505.78	0.00%
Alpine Money Market Fund	614,523.40	5.45%
TOTAL	\$ 834,029.18	
Capital Projects Fund #1		
Alpine Checking	22,915.00	0.00%
Alpine Money Market Fund	12,946.69	5.45%
Alpine Impact Fee Fund	252,920.91	5.45%
TOTAL	\$ 288,782.60	
Capital Replacement Fund		
CSafe CRF Account	\$586,762.24	5.57%
Bond Fund		
CSafe	\$ 549,156.30	5.57%
Pension Fund		
FPPA	\$ 2,165,626.25	

Ambulance Billing Report

Cash Collected on Accounts	\$ 43,431.91
New Accounts Billed	\$ 60,040.00
Medicare Assignments/Medicaid & Other Write-Offs	\$ 43,921.52

Aging Report

<u>0-30 Days</u>	<u>31-60 Days</u>	<u>61-90 Days</u>	<u>>90 Days</u>	<u>Total</u>
\$45,884.24	\$28,001.41	\$34,365.01	\$58,658.84	\$166,909.50

11:37 AM

Carbondale & Rural Fire Protection District
Electronic Payments
January 2024

02/09/24

Accrual Basis

<u>Date</u>	<u>Name</u>	<u>Amount</u>
1110 · Alpine Bank-Checking GF		
01/02/2024	Colorado State Fire Chiefs	-400.00
01/02/2024	Xerox Corporation	-379.73
01/02/2024	Xerox Corporation	-148.93
01/02/2024	Xerox Corporation	-52.12
01/02/2024	Titan Digital	-975.00
01/02/2024	Amazon Business	-1,116.48
01/03/2024	Pye Barker	-1,149.00
01/03/2024	Town of Carbondale	-45.72
01/03/2024	Town of Carbondale	-93.14
01/03/2024	Town of Carbondale	-72.10
01/03/2024	Town of Carbondale	-67.47
01/03/2024	Mountain Waste & Recy...	-67.47
01/03/2024	Mountain Waste & Recy...	-67.47
01/03/2024	Mountain Waste & Recy...	-945.96
01/03/2024	Valley Waste Solutions, ...	-140.08
01/03/2024	Valley Waste Solutions, ...	-142.14
01/03/2024	Town of Carbondale	-212.28
01/04/2024	Xcel Energy	-1,695.39
01/04/2024	Xcel Energy	-38.88
01/05/2024	Intermedia	-881.26
01/08/2024	Bamboo HR	-483.71
01/09/2024	Holy Cross Energy	-316.41
01/09/2024	Holy Cross Energy	-52.91
01/09/2024	Holy Cross Energy	-35.30
01/09/2024	Holy Cross Energy	-44.40
01/09/2024	Holy Cross Energy	-92.37
01/09/2024	Pinnacol Assurance	-7,980.00
01/10/2024	Lowe's	-2,460.67
01/10/2024	Intermedia	-881.26
01/11/2024	Lumen/Century Link Bus...	-59.19
01/12/2024	Colorado State Treasurer	-1,640.96
01/16/2024	Amazon Business	-1,669.99
01/16/2024	Comcast (epay)	-32.00
01/17/2024	Cenex Fleetcard	-3,429.81
01/17/2024	Amazon Business	-895.39
01/17/2024	Granite Telecommunicat...	-735.93
01/19/2024	Comcast (epay)	-123.53
01/22/2024	Xerox Corporation	-239.05
01/22/2024	Staples Business Credit	-1,152.10
01/23/2024	Holy Cross Energy	-487.61
01/26/2024	UMB	-13,432.77
01/26/2024	Amazon Business	-147.20
Total 1110 · Alpine Bank-Checking GF		-45,083.18
TOTAL		-45,083.18

11:38 AM

Carbondale & Rural Fire Protection District
Payroll Transactions
January 2024

02/09/24

Accrual Basis

<u>Date</u>	<u>Name</u>	<u>Amount</u>
1110 · Alpine Bank-Checking GF		
01/04/2024	QuickBooks Payroll...	-97,248.76
01/05/2024	Colorado Departme...	-4,964.00
01/05/2024	United States Trea...	-19,697.24
01/05/2024	FPPA	-46,899.86
01/10/2024	Colorado Departme...	-1,072.00
01/10/2024	United States Trea...	-4,510.24
01/18/2024	QuickBooks Payroll...	-100,296.77
01/19/2024	Colorado Departme...	-5,149.00
01/19/2024	United States Trea...	-20,779.62
01/19/2024	FPPA	-48,118.07
Total 1110 · Alpine Bank-Checking...		-348,735.56
TOTAL		-348,735.56

10:05 AM

Carbondale & Rural Fire Protection District
General Fund Check Register
February 14, 2024

02/09/24

Accrual Basis

Num	Date	Name	Amount
1110 · Alpine Bank-Checking GF			
42363	02/14/202	Ace Hardware	-870.68
42364	02/14/202	Air Compressor Service, I...	-260.08
42365	02/14/202	Anaonda Networks	-2,104.00
42366	02/14/202	Bechtel & Santo	-1,769.00
42367	02/14/202	Bound Tree Medical, LLC	-1,812.87
42368	02/14/202	Casey Co. Plumbing & M...	-2,665.00
42369	02/14/202	Cedar Networks	-965.00
42370	02/14/202	Century Link	-603.00
42371	02/14/202	Colorado Division of Fire ...	-540.00
42372	02/14/202	Colorado Firecamp, Inc.	-1,370.00
42373	02/14/202	Colorado River Fire Rescue	-1,950.00
42374	02/14/202	Commercial Tire Service, ...	-1,171.04
42375	02/14/202	Copy Copy	-86.60
42376	02/14/202	Elite Building Care, Inc.	-1,560.00
42377	02/14/202	Employers Council Servic...	-594.00
42378	02/14/202	Eric J.Gross Attorney P.C.	-1,165.50
42379	02/14/202	First Due/Locality Media, ...	-1,000.00
42380	02/14/202	Inkswell Printing	-2,396.60
42381	02/14/202	Ivano Del Piccolo	-3,167.82
42382	02/14/202	Joshua Greene	-1,548.51
42383	02/14/202	Kroger - King Soopers Cu...	-631.81
42384	02/14/202	Life Assist, Inc.	-1,041.91
42385	02/14/202	Life Line Billing Systems, ...	-3,242.59
42386	02/14/202	Marble Water Company	-130.00
42387	02/14/202	McCandless Truck Cente...	-5,018.76
42388	02/14/202	Merchology	-3,540.34
42389	02/14/202	Micro Plastics, Inc.	-244.50
42390	02/14/202	Motorola Solutions, Inc.	-1,217.64
42391	02/14/202	Mountain Pest Control, Inc.	-432.00
42392	02/14/202	Napa Auto Parts	-897.76
42393	02/14/202	Potestio Brothers Equipm...	-25.96
42394	02/14/202	Roaring Fork Rentals	-174.23
42395	02/14/202	Roaring Fork Valley Co-Op	-3,487.59
42396	02/14/202	Rosenbauer Minnesota, L...	-516.15
42397	02/14/202	Sopris Sun	-1,200.00
42398	02/14/202	Stryker Sales Corporation	-63.24
42399	02/14/202	Teleflex	-1,115.50
42400	02/14/202	The Supply Cache	-7,981.54
42401	02/14/202	Timeclock Plus, LLC	-1,046.13
42402	02/14/202	Triad EAP	-353.22
42403	02/14/202	Valley View Hospital	-72.58
Total 1110 · Alpine Bank-Checking GF			-60,033.15
TOTAL			-60,033.15

Capital Projects Fund
Check Register
February 14, 2024

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
1110 · Alpine Bank			
02/14/24	5287	CCTV Security Pros, LLC	-6,243.94
02/14/24	5288	CTL Thompson. Inc.	-430.00
02/14/24	5289	Fire House Innovations LI, ...	-9,605.00
02/14/24	5290	Rising Edge Services, LLC	-1,361.52
02/14/24	5291	SHI International Corp	-18,074.80
Total 1110 · Alpine Bank			-35,715.26
TOTAL			<u>-35,715.26</u>



**RESOLUTION SUPPORTING THE GRANT APPLICATION FOR A
GRANT FROM THE GARFIELD COUNTY FEDERAL MINERAL LEASE
DISTRICT
RESOLUTION NO. 2024-002**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CARBONDALE
& RURAL FIRE PROTECTION DISTRICT SUPPORTING THE GRANT APPLICATION
FOR A GRANT FROM THE GARFIELD COUNTY FEDERAL MINERAL LEASE
DISTRICT FOR THE PURCHASE OF A UTILITY TERRIAN VEHICLE**

WHEREAS, the Garfield County Federal Mineral Lease District (“GCFMLD”) is an independent public body formed pursuant to the Colorado Federal Mineral Lease District Act, Colo. Rev. Stat. § 30-20-1301 *et seq.* (2012); and

WHEREAS, as a political subdivision of the State of Colorado, the Carbondale & Rural Fire Protection District is eligible to receive grant funding from GCFMLD under the Colorado Federal Mineral Lease District Act and 30 U.S.C. § 191 (2012); and

WHEREAS, the Carbondale & Rural Fire Protection District seeks to submit a grant application through GCFMLD’s Grant Program, requesting up to \$25,000.00 in funding for the purchase of a utility terrain vehicle.

NOW THEREFORE, be it resolved by the Board of Directors of the Carbondale & Rural Fire Protection District that:

1. The Board of Directors of the Carbondale & Rural Fire Protection District strongly supports the GCFMLD grant application for the purchase of communications equipment and has appropriated matching funds (if necessary) for a grant with Garfield County Federal Mineral Lease District.
2. If the grant is awarded, the Board of Directors of the Carbondale & Rural Fire Protection District supports the project, as well as the expenditure of funds necessary to meet the terms and obligations of the Grant Agreement with the GCFMLD.
3. If the grant is awarded, The Board of Directors of the Carbondale & Rural Fire Protection District hereby authorizes the Carbondale & Rural Fire Protection District to enter into and comply with the terms of the Grant Agreement.
4. If the grant is awarded, the Board of Directors of the Carbondale & Rural Fire Protection District hereby authorizes the President of the Board to execute the Grant Agreement with GCFMLD.
5. The effective date of this Resolution is the date passed and approved below.

INTRODUCED, READ, AND ADOPTED this 14th day of February, 2024.

CARBONDALE & RURAL FIRE PROTECTION DISTRICT

By: _____
Eugene K. Schilling, President

ATTEST:

Michael Hassig, Secretary/Treasurer



Colorado 2024 Web Accessibility Checklist

Updated Jan 24, 2024. Download the latest at getstreamline.com/co-ada-checklist

Congratulations on your commitment to ensuring that your district's website is accessible to your entire community, including those with disabilities. This checklist will help you ensure compliance with **HB21-1110** and **8 CCR 1501-11** by the **July 1, 2024** deadline.

Before you begin

- Review the latest [Technology Accessibility Rules](#) from Colorado's Office of Information Technology
- Perform an initial scan to check for known issues using checkmydistrict.org or another tool
- Have your website provider's contact information to report any issues

One-time actions - examples available at <https://getstreamline.com/accessibility-policy>

1. **Designate an accessibility officer** - We have designated one staff member to be the accessibility officer who will be the go-to contact for accessibility issues.
2. **Approve an accessibility policy/transition plan¹** - Our board has approved an accessibility policy that includes the level of accessibility you are adhering to (WCAG 2.1 AA)
3. **Create and post an accessibility page** - We have created a dedicated accessibility website page to house all accessibility-related content.
4. **Create a process for community concerns** - We have a process in place where a community member can submit a concern via form, phone number, and/or email address
5. **Enable closed captions on your videos** - Our videos all have closed captions, and we have a process for including closed captions in future videos. YouTube includes this for free, when enabled. [Learn how.](#)

Ongoing actions - recommended once per month

6. **Scan your website pages each month** - We have scanned every page of our website, every page has a score and list of issues to remediate. Free tools include checkmydistrict.org, Google Chrome Lighthouse (F12 will activate), and wave.webaim.org. Demand your web developer address any issues that arise.
7. **Check your attachments** - We have checked all of our attachments and written a disclaimer for any third-party attachments that we do not have the ability to remediate. Note: 8 CCR 1501-11 provides an "undue burden" clause that could apply for archived PDFs, although we recommend fixing popular PDFs
8. **Perform remediations** - if issues are detected by a scan or reported by your community, take action to fix

Other actions to consider

- Third-party ADA audit - larger districts should consider hiring an outside firm to conduct an audit. Manual testing by users with disabilities is the gold standard to ensure access.
- Choosing a platform or insurance that indemnifies or insures you against the risk of fines

Updated Jan 24, 2024, for the latest recommendations to comply with the Americans with Disabilities Act (ADA) / WCAG 2.1 AA / Section 508 / HB 21-1110 (CO) and 8 CCR 1501-11. Learn more about accessibility for special districts at <https://www.nationalspecialdistricts.org/ada>

¹ Stay tuned for more information and a special district template for the required [technology accessibility transition plan](#)