

Hygiene Fire Protection District
BOARD OF DIRECTORS REGULAR MEETING
Fire Station, 7523 Hygiene Road
January 12th, 2023 at 7:00 p.m.

This meeting was conducted both in person and virtually, via Zoom teleconferencing software. Director Sanders was the meeting Host.

Directors in Attendance: Scott Snyder, Rick Hill, Brain Sanders and Devon Martin

Directors Not in Attendance: Andie Adams

Department Personnel: Fire Chief Cody Trevithick and Assistant Chief Russ Benzel,

Meeting Attendees: Pension Chair Paul Basher, Recording Secretary Angela Frank, Firefighters Austin Vinton, Noah Sadowski, and Ian Sternau

- I. PENSION BOARD – This is our year for the actuarial. The FPPA annual census is due. Currently we have 23 retired and 7 beneficiaries. We will submit our proposal and we will hear back in July.

- II. CALL REGULAR MEETING OF HFPD TO ORDER – Regular meeting called to order at 7:13PM

- III. AUDIENCE COMMENTS FOR ITEMS NOT ON THE AGENDA – None

- IV. APPROVE MINUTES
 - a. Regular Meeting December 15, 2022- a MOTION to approve the December 15th meeting minutes was made by Director Martin, Director Hill seconded and the motion was approved by unanimous vote.

- V. REPORTS
 - a. Treasurer’s Report -
 - i. December 2022 financials were reviewed.

 - ii. Director Sanders requested Director Martin and Recording Secretary Frank submit the budget to DOLA as well as post financials to the website including passed resolutions.

- iii. Apparatus' first payment was made this month.
 - iv. IT Accounts - we will be upgrading to a new phone system, email data capacity and monthly internet connection.
 - v. Study Session - Director Sanders requests a meeting later this month for strategic and financial planning.
- b. Secretary's Report – None
- c. Friends of Hygiene -None
- d. Chief's Report -
- i. Call Activity of Note – There were 16 calls since the last meeting: EMS, MVA, 1 ice rescue, 2 assists, and 2 fires. Both fires were out of district - one in Sunshine Canyon and the other in Lyons' downtown. Many people were very happy with our Hygiene firefighters. AutoAid seems to work well to get a lot of resources together very quickly.
 - ii. Wildland Update - Tyler was at the National Wildfire Academy in Colorado Springs. He brought several people with him to earn certifications. We are waiting on a payment from two fires last year. Wildland Coordinator benefits will begin February 1st.
 - iii. Shift Coverage - We had someone on shift everyday in December.

VI. OLD BUSINESS

- a. Grants -
 - i. SCBA Grant is nearly finished. We just need to pay the 5% match to FIMA.

- ii. Radio Grant - There was a meeting between Pinewood Springs, Lefthand Canyon, Lyons and Hygiene departments to determine how to program all the CB radios. We should have our radios by the end of the month.
 - iii. Director Hill will continue to work with WLC Wurzer to establish a timeline of when grants are due.
 - iv. BCFA meeting - Two local chiefs will be appointed to represent all of the departments and to allocate grant money. Chief Trevothick would like to be a part of the AMS committee. He is concerned about the large need for mitigation work in our district.
- b. Land Acquisition-
- i. A commercial appraiser will come to the green house adjacent to the firestation. We should have the appraisal by the February meeting.
 - ii. Director Martin wondered if HFD should revisit CEMEX, asking them to donate land for a training facility.
- c. Social Media Policy - Deferred to the study session later in January. We need to establish a standard operating procedure and a HFD social media policy.

VII. NEW BUSINESS

- a. A Study Session is scheduled for Friday, January 20th at 7pm. The work session is to discuss the social media policy, roles and responsibilities of recording secretary, as well as for goal planning.
- b. May 2nd Election - A 'call for nominations' must be published between 75 (2/26/23) & 100 (1/22/23) days prior to May 2nd. We need to find candidates.
- c. Staff Evaluations - 14 responses so far, good feedback, biggest request was for an updated station and new living quarters.

VIII. AGENDA NEXT MONTH

- a. Assistant Chief Benzel asked the HFD Board to open up lines of communication with the Lyons Board to continue agency collaboration.
 - i. Benzell is coordinating combined training days with Lyons and Left Hand Canyon.

IX. ADJOURNMENT – A MOTION to move to adjourn was made at 8:47pm by Director Martin, Director Hill seconded and the motion was approved by unanimous vote.

Future Work Items

1. Meet with Mt View FPD

Motion/Resolution Summary:

- MOTION to approve the December 15th Meeting Minutes

ACTION ITEMS:

Chief Trevithick - Put together 2023 goals for neighboring district collaborations.

Assistant Chief Benzel – Request that Laura McConnell attend the January 20nd Study Session.

Pension Board Chair Bashor - Submit actuarial to FPPA.

Director Snyder - Discuss with Kurt Siegel about becoming the HFD election official.

Director Martin - Submit budget to DOLA.

Director Sanders – NONE

Director Adams – NONE

Director Hill - Work with WLC Wurzer to establish a grant timeline.

Wildlife Coordinator Wurzer - Work with Director Hill to establish a grant timeline.

Recording Secretary Frank - Post general, pension and proposed budgets. Post passed resolutions. Create a current director member document.