

BOULDER COUNTY REGIONAL FIRE TRAINING CENTERS
Board of Directors Meeting Minutes
Tuesday, November 22nd, 2022
0906-1055

ATTENDING: Pres. Calderazzo, R. O'Donnell, R. Wilbur, J. Nunez, M. Patrick

Please welcome John Nunez to the meeting as BFR's new Training Division BC.

1. APPROVAL

- Board Meeting Minutes from July 26th, 2022. Approved with a minor revision.

2. TREASURER'S REPORT

- Update on legally transferring assets to the City of Boulder. This project is starting over from scratch. This will include: *To Be Continued*
 - Forcible Entry Simulator (*can be removed from future agendas*)
 - Tables and Chairs in Bay (*can be removed from future agendas*)
 - Research Car Prop (*can be removed from future agendas*)
 - Storage Container for Propane Prop (*can be removed from future agendas*)
 - Extractor (*can be removed from future agendas*)
 - Need to discuss 2303 apparatus. This has been useful for live fire sessions, however keeping the BFR 5036 on deck instead would be more beneficial. O'D will work on donating this vehicle to another organization.
 - BFR's 5036 is also here. The Boulder Fire apparatus is in the city's fleet system so this may be a better option to have on hand for training as it is already on a PM schedule. Most of the tools have been stripped from this vehicle, but maybe the board can help outfit this engine.
 - This city will maintain control of this asset, and the board would add this to the lease fee for usage. This would affect the lease payment for 2023.
 - **ACTION NEEDED:** BC Nunez will assist O'D in coming up with the tool list.
- For next board meeting: Discuss bank cards for board members to utilize for consumables and approved purchases.
- Global Emergency Medics – request to become user member. This request has been denied. They can still rent the facility once a quarter.

3. BOARD BUSINESS

- Discussed having User Members enter their training reservations by February 1st of that calendar year. Additional sessions can be booked as the need arises, but this change will allow user member agencies to secure their reservations before outside organizations utilize/rent the space(s).
 - This request will be presented at the BCFCA meeting.
- Appointment of Vice President and Secretary of the Board. To be discussed at the next meeting when we have a full quorum.
- Administrative Duties for BCRFTC to be assessed/re-assigned.
 - **ACTION NEEDED:** Ask Legal for contracting administrative duties and could a Board Member be a contracted employee.
- Continued discussion regarding a large donation received from GR's Foundation and how these funds would best be utilized. *To Be Continued*.
 - Possibilities were outlined in a wish list presented by O'D. **The tools on the wish list are an approved purchase.**

- Car Prop – water line needs to be refurbished (Research to see if manufacturer can replace it or if it needs to be completed in-house). BFR's BC Nunez and Capt. Zavala has repaired this prop so that it is now working properly. Nunez will create a training video on how to utilize this prop for future users.
- Lighting around Burn Building – 3 portable units vs permanent– Not approved at this time.
- Mannikins – To be priced for possible purchase.
- Traffic Cones – To be priced for possible purchase.
- These possible purchases brought up a discussion of Board policy regarding ownership of hard assets.
 - 2303 PM need to be maintained. Is this something City of Boulder's Fleet can assist with, and then the Board pays for the upkeep? *This item is now invalid as the Board will be donating this apparatus and keeping BFR's 5036 for training.*
- O'Donnell, Benzel, Rennich, and Zavala will coordinate on solidifying real costs for replacements for these items and the items on the wish list.
- Discuss consumables for the door prop. The board will add to the consumables they provide for user members. A training video will be provided for personnel who need these items.
- Discuss Conex for training props to clean up the apparatus bay. Do we need to a separate Conex for board training equipment? The board can purchase one for the property then we can partition it off as needed. \$2700 all in. **APPROVED.**
- Research in keeping the fire props with the Board so that we can maintain control over the quality and type of product we want to have on site, and the other items (i.e., tables and chairs, general use items) will go to the city for replacement. This has been discussed and can be removed from future agendas.

4. BOULDER FACILITY REPORT

- Update on checklist, inventory list for 5036– *still in progress*
 - Update on draft training plan
 - FRFC Spring Academy may utilize this apparatus.
- Update Facility Handbook for User Members – *still in progress* – City of Boulder's BC Nunez will take over this project.
- Update on West Classroom projector – *Completed*
- Scheduled Boulder burn building walk through.
- Report created of walk through for Tower and Burn Building. City of Boulder will request for a structural engineer assess the tower.

5. LONGMONT FACILITY REPORT

- Nothing to report.

6. LIVE BURN TRAILERS

- Both trailers are at BCRFTC.

7. OTHER BUSINESS TO DISCUSS

- Discussed renting a copy machine for user members. O'D will take point on this project.