

# BOULDER COUNTY REGIONAL FIRE TRAINING CENTERS

## Board of Directors Meeting

March 28, 2017

0900

**ATTENDING:** President Bruce Mygatt, Vice President Mike Calderazzo, Secretary Scott Snyder, Rick Dirr, Jared Ginsberg, Fritz Koch, Michelle Patrick and Sarah Normandin

**1. MINUTES OF THE FEBRUARY 28, 2017 BOARD MEETING:** The minutes were approved as submitted.

### 2. TREASURE'S REPORT

- Approved financials for February 2017; and re-approval of 2017s budget as stated in last month's meeting
- Yearly Operating Budget: \$16,783.59 as of February 28<sup>th</sup>.
  - The deposits of user fees will be reflected in the March balance sheet and P&L balance sheet.
- Checking Balance: \$68,006.01
- Discussion about the transfer of assets to COB to be tabled until April's meeting.
  - **ACTION ITEM:** Need a list from Deputy Linton to Chief Calderazzo re: specific assets that need to be transferred over to the City of Boulder (COB).
- ADDITIONAL ITEMS: Sunshine Incident – Boulder Facility Update
  - Jail crew did great job putting everything back and cleaning up the facility after incident.
  - Deputy Linton will provide more information in April.
  - Further discussion warranted re: phone lines, consumables provided by Board to all user agencies versus just for COB
  - Need to discuss/clarify the expectations of IMT versus Board re: facility usage of consumables. Hold discussion about items used from Sunshine incident until April's meeting
    - If IMT teams are providing their own supplies, including phones, is it worth COB paying/providing for unused phone lines/systems?
    - Move to terminate COB-provided phone lines up for discussion in April's meeting

### 3. BOULDER FACILITY REPORT:

#### Chief Mygatt:

- Road/Diagonal Gate Usage – CDOT concern when gate is left open which is in violation of permit.
  - We have a prior permit to leave the gate open when the facility is being utilized as an incident command, but the issue is when the academy, outside agency, or consortium is onsite.
  - Non-emergency users must use the main reservoir gate.
    - **ACTION ITEM:** Need to verify the expectations of gate usage is in the Facility Usage Agreement.
    - **ACTION ITEM:** Place sign which states "Gate must remain closed unless a monitor is present."

- Burn Building – Foam Dispersal /Drainage:
  - Users of compressed air foam are asking to have it installed, but Board will hold on decision until more users ask for it.  
*Remove item from further meeting agendas unless needed.*

**Chief Calderazzo:**

- CO-OP Plans:
  - Quite a few departments have designated the BFTC as their CO-OP, however, these plans do need to be updated. More follow-up is needed with Mike Chard re: OEM as the primary “checker” of these plans. Justin is doing the main work on these plans, and Calderazzo has already discussed it with him.  
*Remove item from further meeting agendas unless needed.*

**Chief Ginsberg:**

- CSU Utilization of Facility for Masters of Social Work Program
  - 12 days (or 6 weekends) of use over a two-year period (2018 – 2020). Primarily Saturday/Sunday.
    - **ACTION ITEM:** Chief Ginsberg to pursue discussion with CSU pending the following:
      - The outside grounds and bathrooms must remain available to other user agencies.
      - CSU must arrange reservoir gate access with COB Parks & Rec for all usage dates.
      - CSU must assign someone from their organization as lead designee to open/close the facility per our security procedures.
- West-Facing Back Glass Door:
  - Has been replaced 3 times in the past 8 months due to damage from wind. \$1500/per replacement.
  - Kickstands have been removed to deter people from propping them open. FAM has completed additional work on door to keep it from whipping open.
- Clothes Dryer:
  - It has been replaced due to unnecessary wear and tear of people utilizing it for drying bunker gear. A sign has been placed on the machine stating it is not for bunker gear use.

**Deputy Linton:**

- LEU's Utilization of Boulder Facility
  - Discussion on hold until next month when Deputy Linton can update the Board re: LEU's decision to become a member agency or not.

**Chief Mygatt:**

- Game Camera for Boulder Facility
  - Had more dumping of tree limbs
    - **ACTION ITEM:** Motion approved to purchase a game camera and SD cards totaling no more than \$250.
      - Fritz Koch will assist Chief Ginsberg with camera research and installation.

## Chief Dirr:

- 2016 Annual Report Update
  - Recent accomplishments should be highlighted for the users to know what their user fees are being utilized for i.e. Diagonal access, carburetor system, cost-share program with COB, COB and Longmont spent for facilities.
  - Balance Sheet is fine, but the details of the cost-share with COB is not needed.
  - Would like updated pictures
  - Non-user fees - Should they be increased to reflect the increased user fees?
  - Aspirational Section - Hazmat tanker, confined space, and forcible entry wall are still in process/upcoming projects – would be nice to add in this section if there is room without altering the current sections or font size.
    - **ACTION ITEM:** Chief Dirr to complete this report and send it out to the other Board members to review before the next meeting so that it can be approved and disseminated to the member agencies.

## 4. LONGMONT FACILITY REPORT:

- Looking at setting the bridge in the first part of April

## 5. LIVE BURN TRAILERS

- The gray trailer is at the Boulder Facility.
- The green trailer is at the Boulder Facility.

## 6. OTHER BUSINESS

- IRONMAN
  - \$3000 is in the form of a grant for the Board to utilize to upkeep/upgrade the facilities. Separate from user fees. Gatorade/water is donated to the facility on behalf of the Board.
  - Event Dates: June 11 and August 5, 2017
  - Re: the previous discussion of the security of the Diagonal gate, a LEO should be assigned to monitor the gate as in past IRONMAN events.
    - **ACTION ITEM:** Tim from IRONMAN should present at next meeting to the Board re: usage **and/or** IRONMAN should fill out the application and submit it officially to the Board before the April meeting.
- Two Small Conex Containers at Boulder Facility
  - One is for HazMat Team training and the other for Boulder Fire's Community Risk Reduction team to be utilized as a fire behavior observation prop. Future site location tbd.
    - **ACTION ITEM:** Chief Calderazzo will consider the possibility of renting out the fire behavior observation prop to interested agencies.

THE NEXT BOARD MEETING WILL BE ON TUESDAY, APRIL 25<sup>TH</sup>, AT 0900 IN THE 1<sup>ST</sup> FLOOR CONFERENCE ROOM OF THE BFTC. THANK YOU.