

BOULDER COUNTY REGIONAL FIRE TRAINING CENTERS
Board of Directors Meeting Minutes
Thursday, June 6, 2019
1240-1345

ATTENDING: President Calderazzo, VP Koch, Treasurer Snyder, L. Enholm, BRFD Chief Greg Schwab, J. Ginsberg, and M. Patrick

1. MINUTES FOR JANUARY 22, 2019, BOARD MEETING: The minutes were approved as submitted.

2. TREASURER'S REPORT

- Reviewed January – May's financial statements
- Discussed \$500 donation from the Jewish Federation of Cleveland and approved acceptance of funds.
- Discussed delinquent payments and paperwork from member departments
 - Enholm will connect with Pinewood.
 - Koch will reach out to Sugarloaf.
 - **ACTION NEEDED:** Remove access cards for Jamestown.
- Updated our nonprofit status with the state.
- Discussed moving a portion of the board's savings into a higher-yield percentage option. Approved.
 - **ACTION NEEDED:** Chief Snyder will research additional options and present them to the board at the next meeting.
- Updated board on transferring assets to the City of Boulder – *still in progress*
 - **ACTION NEEDED:** Chief Ginsberg will contact BFR's budget analyst to determine where we are in this process.
- Updated board on weight equipment and materials – *still in progress*
 - Contracted vendors are reluctant to work on machines that they are not directly selling/representing. Chief Ginsberg has reached out to City of Boulder's Parks & Rec department to discuss preventative maintenance for exercise equipment.
 - Discussed:
 - If COB moves forward with an interdepartmental service agreement, who will fund this – Boulder Fire or the board?
 - If the board assists with this cost, the lease fees could be increased to help offset the weight room's preventative maintenance program.

3. BOULDER FACILITY REPORT

- Propane prop repair – Work is done. Props are in-service, and the quoted amount is due.
 - Is original quote sufficient, or do we need a separate invoice (the amount is unchanged)? *Chief Ginsberg recommended holding off paying this invoice until certain issues can be addressed.*
 - This prop was utilized during the latest FRFC Academy hell night, and it worked well.

- **REMINDER:** When agencies are done with the prop (ideally while the prop is still burning), turn off the main gas line to let the propane in the line to burn off.
 - Minor issue with the prop's console shutting down sporadically. BFR's Capt. Kern will address this with Bullex.
- Discussed potential usage fees if the FRFC Academy continues to utilize the BCRFTC locations for future academies.
 - **ACTION NEEDED:** Chief Calderazzo will follow-up with them regarding usage.
- Discussion regarding consumables for training
 - Propane usage policy and future billings
 - Specific to bbq propane tanks for burn building
 - Need to work on communication for letting the Boulder staff know when the tanks are low and need to be swapped out.
 - Board will handle the payment for the smaller tanks in addition to the large propane tank (approx. \$300 per swap).
 - Regarding other usages for live fire, like torches, roof sheeting, etc. – who pays for these items?
 - Blue connex usage policy and billing for straw
 - Straw bought by the City of Boulder was used on other agencies' burns, so there was an additional cost this year. It was about \$7/a bale.
 - Would it be beneficial for a follow-up email to be sent to the agencies after they have utilized the space to verify if materials or issues need to be addressed?
 - What about pallets? Is it a reasonable expectation for member agencies to expect that the board supplies all consumables needed for a live fire?
 - Board decided to change budget line item 4030 to consumables to cover propane, pallets, straw, and torches.
 - **ACTION NEEDED:** Koch will add a note on the board's website.
- Proposed window prop(s) for the training tower.
 - <https://www.firehousefabricators.com/products/fire-frame>
 - Boco Fire has requested grant funding for the window training frame. Would have it installed in Boulder's tower.
 - It would be about \$3250 for the initial purchase, and it is about \$800 for plexiglass window replacements.
 - Koch and Capt. Kern will take care of installing it in the tower.
 - Board approved this installation with the caveat that BoCo will take care of the upkeep and any future replacement.
- Need to move Calcium calendar off of Boulder Rural server – researching options.

4. LONGMONT FACILITY REPORT

- Some burn panels have been replaced in January/February.
- Doors have been taken care of as well.

5. LIVE BURN TRAILERS

- Both trailers are at BCRFTC.

2019 Meeting Dates:

July 23, September 24, November 26