

BOULDER COUNTY REGIONAL FIRE TRAINING CENTERS
Board of Directors Meeting Minutes
Thursday, October 14, 2021
1400-1506

ATTENDING: President Calderazzo, VP Koch, Treasurer Snyder, R.Wilbur, and M.Patrick

1. BOARD MEETING MINUTES FROM MAY 25, 2021, WERE APPROVED.

2. TREASURER'S REPORT

- Reviewed July-August's Financial Report. Approved.
 - Treasurer Snyder suggested to move to quarterly versus monthly reporting. Suggestion approved.
- Update on lease billing from the City – it will need to be submitted from the city to the Board for this calendar year. *still in progress*
- Update on legally transferring assets to the City of Boulder – *still in progress* – stalled due to city's COVID response
- Reviewed possible fee changes for user members starting in 2023.
 - Usage data has not changed substantially from other years. Current data submitted for review is over 10 years, but does this data need to be pared down even more for the past 5 years / by building / prop?
 - VP Koch will bring back more specific data next meeting for the board's review.

3. BOARD BUSINESS

- The Board discussed the open "Permanent" board member position filled by the Nederland Fire Chief. Also, up for discussion was the rotating "at large" board member position currently held by Boulder Rural Fire.
 - Suggested that these positions be changed to two (2) BCFFA appointed representatives.
 - This move may affect the by-laws as they are currently written.
 - BCFFA will have a voting meeting in December where this can be brought up for their review.
 - President Calderazzo motioned for one permanent and one rotating board member position be changed to two BCFFA Appointed representatives and called for a vote.
 - VP Koch abstained.
 - This motion has been approved.
- Address bank signatures – Board has motioned to have Phillip R. Dirr removed as a signing member on the BCRFTC Board bank accounts. APPROVED.

3. BOULDER FACILITY REPORT

- VP Koch requested some updated guidance from the City re: BCRFTC facility use
 - Presumably it is masks while inside regardless of vaccination, but are we limiting classroom attendance?
 - **Masks required indoors regardless of vaccination.**
 - Sanitizer and masks are provided at the reception desk, but check-in sheets are not required.

- Physical distancing guidelines are not instituted at this time.
- Update on checklist, inventory list for Boulder Rural's retired engine – *still in progress*
 - Update on reservation system for apparatus
 - Update on training for user member agencies
 - This apparatus may be used for the FRFC Academy in the spring.
- Possible flammable fuel storage cabinet for reserve engine. (MSDS sheet) – *still in progress*
 - Suggested the Board purchase the cabinet and the initial fuel cans/fuel.
 - President Calderazzo will check with the City of Boulder's Fire Marshall as to the requirements regarding flammable cabinet placement.
 - Recommend that the board looks into long-term solutions for fuel storage.
 - Recommend the agencies that utilize the apparatus be required to refill the containers.
- Discussed updating Facility Handbook for User Members as it is outdated. Possibly something Boulder Fire's Training Division can assist with in addition to Capt. Koch. – *still in progress*
- Update on the project to wall off the weight room. The door has been ordered, and the work should be completed by the end of the month.
- Update on drywall and painting of the FTC. New drywall will be installed in the classrooms, main hallways, small conference room, and apparatus bay. This work will hopefully be completed by the end of the calendar year.
- Confined Space prop – the Board needs to decide when the prop will be opened for user members and if training on the prop is necessary before usage.
 - Annual training for user members again? Will the confined space prop training be included?
 - Recommend that a specific training for the confined space prop before an agency can utilize it. - *still in progress*
 - The Boulder County Tech Rescue Authority might be a great resource to utilize for training other agencies. Their input would also be good regarding if it would be beneficial for other agencies to have access to the prop. Chief Calderazzo will discuss it with them.

4. LONGMONT FACILITY REPORT

Nothing to report.

5. LIVE BURN TRAILERS

- Both trailers are at BCRFTC. The trailers look good and will be inspected soon.

6. OTHER BUSINESS TO DISCUSS

2021 Meeting Dates

November 23