

BOULDER COUNTY REGIONAL FIRE TRAINING CENTERS
Board of Directors Meeting
May 23, 2017
0900

ATTENDING: President Bruce Mygatt, Treasurer Marci Linton, Secretary Scott Snyder, Director Rick Dirr, Jared Ginsberg, Fritz Koch, and Michelle Patrick

1. MINUTES OF THE APRIL 25th BOARD MEETING: The minutes were approved as submitted.

2. TREASURER'S REPORT

- Approved the April financial statement
 - Total assets: \$116,389.46
 - Checking: \$68,006.87
 - Yearly Operating Budget: \$48,382.59
 - Three user agencies with outstanding member fees will be given a 30 days' notice or face deactivation/revoking of access rights.
 - COB invoice needs to be sent to BCRFTC Board re: rental agreement.
 - **ACTION ITEM:** Chief Ginsberg will follow up.
- Update on transferring assets to the City of Boulder
 - Draft memo created for COB
 - **ACTION ITEM:** Remove line re: the foam dispersal system as there is no hard asset to transfer.
 - **ACTION ITEM:** Remove line re: the accumulated depreciation for foam dispersal system.
 - **ACTION ITEM:** Remove proxy language for board members on formal letterhead.
 - **ACTION ITEM:** Create a separate memo for City of Longmont regarding asset transfer.
 - Board retains the two trailers as fixed assets.

3. BOULDER FACILITY REPORT

Chief Mygatt reported on the Jewish Cleveland grant opportunity.

- \$500 grant earmarked for general funds - received and approved by Board.

Deputy Linton updated Board on progress of IMT/ICP usage agreement.

- Approved IMT3 usage fee set at \$1,000/day. Separate usage agreements for IMT 1 or 2.
 - **ACTION ITEM:** Deputy Linton needs to verify with Chard about how many phone lines are needed.
 - Board agreed that Station 8 not in play. COB offices not in play. The IMT would have to enter separate negotiations re: usage as these are COB controlled facilities and not under the purview of the BCRFTC Board.

Deputy Linton and Chief Snyder to present revised Facility Usage Agreements for Members and Non-Members. *Moved to June 27th's meeting*

Chief Ginsberg reported on:

- Proposal to hold a User Member “Boulder Fire Training Center Facility Orientation” meeting to address expectations, ongoing issues and/or concerns. Approved.
 - **ACTION ITEM:** Chief Dirr will partner with Chief Ginsberg on curriculum and content. Proposed a weeknight and a Saturday meeting to accommodate all user agency representatives.
 - Proposed Friday, August 4, 2017 for first session (traditionally BCFFA Co-op meeting)
 - **ACTION ITEM:** Deputy Linton will work on IMT orientation for their new members.
 - **ACTION ITEM:** Fritz will place a sign-up form on all the applicable websites to capture all members’ responses.

- Recommendation to retrofit the tower’s light fixtures and the water bottle filler project
 - Current light fixtures are not appropriate for type of training usage. \$12,000-14,000 to retrofit with LED direct spray fixtures. Project currently being reviewed through Boulder Fire and COB Facilities Management.

 - Water bottle fill station – bigger project than expected. Capt. Kern is working on a replacement options.

- Compressor is OOS. The current contractor has not been doing all the necessary maintenance. Need to redo the fittings for filling to meet the NFPA standards for 5500 bottles. Expected project cost is \$15,000.
 - **ACTION ITEM:** Michelle to send out notice re: the compressor being OOS to user agencies.

Captain Koch will report on the status of the secondary game camera location.

- Board decided to hold on secondary location unless needed. Approved camera at primary location and purchase of additional SD card.

Chief Dirr will report on the revision and expected dissemination of the 2016 Annual Report.

- **ACTION ITEM:** Chief Dirr will email it to Michelle who will disseminate to BCFFA, and Capt. Koch will post it on the website (coordinate with J. Webb).

4. LONGMONT FACILITY REPORT

Nothing to report.

5. LIVE BURN TRAILERS

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

ACTION ITEM: Capt. O'Donnell and Koch to walk through trailers before usage.

ACTION ITEM: Capt. Koch to "advertise" trailers at next BCFFA meeting. User agencies can coordinate trailer reservations with Chief Mygatt.

6. OTHER BUSINESS TO DISCUSS

Nothing to report.

THE NEXT BOARD MEETING WILL BE ON TUESDAY, JUNE 27th, AT 0900 IN THE 1ST FLOOR CONFERENCE ROOM OF THE BFTC. THANK YOU.