

BOULDER COUNTY REGIONAL FIRE TRAINING CENTERS
Board of Directors Meeting
August 22, 2017
0900

ATTENDING: President Bruce Mygatt, VP Michael Calderazzo, Treasurer Marci Linton, Secretary Scott Snyder, Jared Ginsberg, Fritz Koch, and Michelle Patrick

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

2. TREASURER'S REPORT

- Approved the July financial statement
 - Total: \$118,022.92
 - Yearly Operating Budget: \$49,512.14
 - Checking Balance: \$68,510.78
- **ACTION NEEDED:** Chief Calderazzo will continue to work with Legal on transferring assets to the City of Boulder.
- **ACTION NEEDED:** Chief Calderazzo will follow up with the new "Exhibit C" as part of the recently signed lease agreement re: COB leaser payment per BCRFTC Rental Agreement.
- **ACTION NEEDED:** Deputy Linton to send final letter to Timberline FPD with outstanding fees.

3. BOULDER FACILITY REPORT

Chief Mygatt

Review steps needed to complete the BCRFTC/BIMT Agreement

- **ACTION NEEDED:** Deputy Linton has finished the informal agreement documentation and will present it to OEM Director Chard.

Review VFIS insurance renewal questionnaire with the Board

- Will insure \$0 assets as they are being transferred to the Cities of Boulder and Longmont.
- BoCo Fire needs renter insurance for their materials/supplies.

Chief Snyder

Reviewed the BCRFTC bylaws and annual paperwork with Board

Discussed revised Facility Usage pricing structure with Board

- Non-members should not be using the Tower, Burn Building, or props. Fire Departments would be encouraged to become members in order to ensure that their personnel would be trained on how to use these options properly and safely.
- **ACTION NEEDED:** Chief Snyder will revise the other BCRFTC forms to reflect new pricing structure.

Chief Ginsberg

Updated on the proposed propane prop project

- Fred's old propane supplies has been removed. Amerigas has already set up their propane tank/piping structure.
- Amerigas lease through August 2018: 1000 gallon tank is \$65/yr to lease. Propane is \$0.65 over area index cost.
- Need to work out a pricing structure for cost per hour/gallons of propane used. Metering valve has not been set up as that was a substantial cost (\$25,000) to install it. Chief Calderazzo suggest that the Board pay to install it and add a small premium to help recover installation cost.
- **ACTION NEEDED:** Board approved to install propane metering system not to exceed \$26,000 with the caveat that a 5-year recovery plan be implemented to recover cost of meter.
 - Board will keep the propane prop as an asset.
 - COB fire training personnel to track and log propane usage daily.
 - Inform members of new prop, procedures, and pricing structure. Board discussed possibly setting a few hours/gallons aside for each member agency as part of their membership dues.

Chief Ginsberg and Capt. Koch

Update on the User Members' FTC Orientation Session

- August orientation cancelled due to low interest. Night and/or weekend sessions preferred.
- Suggest making it a mandatory meeting for all members. If they do not attend, then they are not allowed to utilize the facilities, and access cards deactivated.
 - **ACTION NEEDED:** Formal invitation and reminder letter sent by Deputy Linton. Member packets will be given out at the orientation.

Capt. Koch

Review the draft of the new website with Board for additional comments/suggestions.

- Digital Rental Application approved.
- **ACTION NEEDED:** Capt. Koch will set up the Board's Admin Assistant and possible himself with administrator rights to the site in order to create redundancy of responsibility.
- **ACTION NEEDED:** Capt. Koch will look into transferring the Calcium Training Center Calendar to the new website which will be hosted separately from BoCo Fire. Board will pay for the hosting fee.

4. LONGMONT FACILITY REPORT

- Cement truck involved in incident is onsite for those wanting to review how one is assembled, however it is not to be utilized in any training scenarios or to be handled. See Chief Snyder for more information if your department is interested in viewing.

5. LIVE BURN TRAILERS

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

6. OTHER BUSINESS TO DISCUSS

- LEU broached the possibility of becoming members. The Board is agreeable to that option.
- Live Burn Trailer usage – Board verified that they can be used for training at the centers. They don't have to be restricted to offsite utilization.
- Confined Space Prop – plans approved and permits issued. Concrete to be poured for foundation on Friday, August 25th. Approximately 30% done. Hopefully to be completed by winter. (Recommended that a separate training session is needed for all interested user agencies to ensure proper usage of this prop.)
- Any interest from the board to create a separate drill master or training officer to teach multiple agencies a formal class? Suggest polling user member agencies to see if there is any interest in this or any other services the Board could provide.
Follow up in September's meeting.

THE NEXT BOARD MEETING WILL BE ON TUESDAY, SEPTEMBER 26th, AT 0900 IN THE 1ST FLOOR CONFERENCE ROOM OF THE BFTC. THANK YOU.