**INDIAN HILLS FIRE PROTECTION DISTRICT**

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**BOARD MEETING MINUTES**

**Wednesday, April 24, 2024**

*The Minutes are intended to reflect the discussions that occurred and decisions that were made by the members; they are not intended to be a transcription of the meeting.*

**ATTENDEES:**

***Fire Protection District Board Members:*** Scott Kellar– President, Chris Vigil – Secretary, Marc Rosenberg– Treasurer *(excused absence)*, Scott Ryplewski, Kelley Lehman *(excused absence)*

***Fire Department Members:*** Mark Forgy – Chief, Mike Fassula – Fire Captain

***Non-Members:*** Anita Fritz – District Accountant, Angel Dee Manning– Recording Secretary

***Other Attendees:*** None

**MEETING CALLED TO ORDER: 19:07**

The meeting was called to order by President Scott Kellar at 19:07 hours.

**INTRODUCTIONS:**

President Kellar welcomed everyone to the meeting.

**APPROVAL OF THE AGENDA:**

President Kellar called for any additions or suggested changes to the agenda and there were none.

**PUBLIC COMMENTS:**

There were no public comments.

**PREVIOUS MINUTES:**

Director Scott Ryplewski made a *motion* to waive the reading of the March 2024 Meeting Minutes, which was seconded by Secretary Chris Vigil and passed unanimously. Director Ryplewski made a *motion* to accept the March 2024 Minutes. Secretary Vigil seconded the motion, which passed unanimously.

**TREASURER’S REPORT:**

***Monthly Financial Reports***

President Kellar reviewed the financial report with the board. After reviewing, Director Ryplewski made a *motion* to approve checks #14858-14880, automated payments, credit card expenses, and bank fees. Secretary Vigil seconded the motion, which passed unanimously.

**DEPARTMENT/OFFICERS’ REPORTS:**

***District Updates – Fire Marshal***

There was no fire marshal report to review.

***Chief’s Report***

**Chief — Mark Forgy**

Chief Mark Forgy stated our first training with Centura (Common Spirit) was a great success and there was a lot of positive feedback. He reported that the crew to replace the air compressor started today and will hopefully finish tomorrow and that we have someone coming out to troubleshoot Mt. Lindo next week as they are swamped with post-snowstorm work.

Chief Forgy reported the Adams/Jeffco Hazmat Authority is dissolving by the end of 2024. Arvada Fire has taken the lead over the equipment and is providing hazmat technicians, and it looks like the S.O. is looking to help provide qualified deputies as well. A new county-wide Mutual Aid Agreement is in the works with the S.O. taking the lead and they have also shared a draft Delegation of Authority.

Wildfire resources are coming online in the next few weeks including Elk Creek, Evergreen and Clear Creek hand crews. Additionally, the new state FireHawk is finally in service.

Chief Forgy then reported that the EMTS grant hearing for the Lucas CPR device went very well, and with just one more round to go, we should know by late June if we got it.

There were 6 April calls, 5 – Medicals and 1- Public Assist (CO alarm investigation).

***Officers’ Reports***

**Assistant Chief — Marc Rosenberg**

Not present.

**Fire Captain — Mike Fassula**

Fire Captain, Mike Fassula, stated that the classroom part of the S130/190 is complete with six (6) total in attendance. This weekend’s pack test and next month’s Field Day, once completed, we will have six new wildland firefighters. Captain Fassula reported he met with Conifer Wildland Division on the Brookmont Project, a grant-funded mitigation, defensible space, and roadside project.

**EMS Captain — Pat Sears**

Not present.

**OLD BUSINESS:**

***Apparatus Replacement Schedule Review***

Chief Forgy reviewed the apparatus replacement schedule with the board.

**NEW BUSINESS:**

***Systems and Website Updates***

The office manager reviewed updates to the Background Information Services (BIS) Applicant Portal. BIS is the system used for background checks for new volunteer applicants. The office manager then reviewed Streamline updates to website system site scans to include file compliance and accessibility of PDFs and other file types through the website accessibility dashboard. She noted over 600 files on our website with reported accessibility issues and recommended accessibility vault archiving as a temporary remediation to reduce liability risks by temporarily restricting access to the files until the files can be replaced with accessible versions. She asked the board for adobe acrobat pro to help with the remediation of existing files and to also aid in the accessibility of future files and attachments.

***CORA Policy Review***

President Kellar reviewed the existing CORA Policy with the board and

**ADJOURNED: 20:24**

Secretary Vigil made the *motion* to adjourn the meeting and Director Ryplewski seconded the motion, which passed unanimously, and the board meeting adjourned at 20:24.

**President:**

**Secretary:**

**MOTIONS MADE AND PASSED:**

* To waive the reading of the March 2024 Meeting Minutes. Motion made by Scott Ryplewski; seconded by Chris Vigil; unanimous.
* To approve the March 2024 Minutes. Motion made by Scott Ryplewski; seconded by Chris Vigil; unanimous.
* To approve financials. Motion made by Scott Ryplewski; seconded by Chris Vigil; unanimous.
  + To adjourn the meeting. Motion made by Chris Vigil; seconded by Scott Ryplewski; unanimous.