

LA VETA FIRE PROTECTION DISTRICT

Cuchara Fire Station

MINUTES

August 13, 2015
6:00 P.M.

Present: Directors Brunner, White, Littlefield, and Shrout were in attendance.
Staff: Fire Chief DeTray, EMS Director Schmidt, WMS Manager Branson and District Secretary Pezze.
Guests: Cheryle Johnston, Jim Berg, Michele Appel, Mickey Schmidt and Dave Mower. Brian Risley, CRP Architects, was in attendance through the initial portion of the meeting.

Call to Order

The Pledge of Allegiance was given and Director Brunner welcomed the public.

Minutes

MSA: * Minutes of the July 9, 2015 regular meeting were approved as presented.

Public Comments

None.

Correspondence

The Spanish Peaks P.O.A. and the Tres Valles West P.O.A. have each made \$500.00 donations to the La Veta Fire Protection District (LVFPD).

Director Littlefield advised that San Isabel Electric Assoc. (SIEA) is working on a filming project about community involvement and would like to have him speak about past SIEA donations to the LVFPD.

Treasurer's Report

MSA: The Treasurer's Report and payments for the August 10, 2015 meeting were presented and approved.

MSA: The Board approved refunding Chief DeTray's \$67.98 check for a day planner that he purchased without following the established process of obtaining prior approval from his Board Liaison. The vote was Directors White, Littlefield and Shrout "Aye" and Director Brunner "No".

New Station Owner's Representative Report

Brian Risley, CRP Architects, presented the Board with a graph of the current building schedule and an update on the new station construction. The foundation pads are currently being constructed and the structural engineering and soils testing agency is monitoring the project and conducting tests as scheduled. There was minor flooding of the foundation trenches after recent rainstorms but it was resolved with no additional cost to the District. Huerfano Concrete will be supplying the concrete for the project. The metal building is in fabrication and is on schedule. Will hold a meeting for choosing interior colors at a later date.

Risley advised that Chief DeTray has suggested that the local Masonic Fraternity Lodge could possibly be interested in providing a concrete cornerstone with a plaque and time capsule for the new station. Chief DeTray will research the idea and advise Risley about dimensions, type of design, plaque, etc.

Director Littlefield addressed the Board with his concerns for the U.S.D.A. denying the \$300,000.00, interest free, REDLG loan application. The denial was based on the fact that an Environmental Assessment (E.A.) was not completed by U.S.D.A. before construction commenced. Reg Rudolph of S.I.E.A. (consociate in the loan process) is very dismayed with the news considering that the District had no prior knowledge of the need for the requirement that the E.A. be completed prior to construction. The Board will hold a workshop on August 17th at 9:00 AM for the purpose of conferring with Mr. Rudolph and develop a plan to appeal the denial.

* **MSA:** Moved, Seconded and Approved (unanimously unless otherwise indicated).

Wildfire Mitigation Service (WMS) Report

Paul Branson discussed his WMS report and fielded questions from Board Directors regarding his mitigation operations, evacuation planning with the County O.E.M. and Sheriff, the railroad Emergency Response Plan and other projects. A copy of that report is attached to these minutes. The Board congratulated Paul for the award of the FEMA grant for creating defensible spaces. The \$380,700.00 grant is a collaborative grant through the Colorado Division of Homeland Security and Emergency Management Hazard Mitigation Grant and Huerfano County Government.

EMS Report

1. 18 EMS calls with 8 patients transported and no transfers. 1 training session – July 20 training with Jeff Torr.
2. Darcy St. Peter and Sue Pezze completed their I.V. class on July 20 to 22 at Pueblo West Fire Stn. #3.
3. Attended RETAC meeting in Pueblo.
4. Provided EMS coverage for the 4-H Fair rodeo and the Stonewall Century Bike Ride.
5. Presented a draft of the LVFPD EMS Quality Management Program to provide security for protection of patient care reports and information.
6. Rescue 1 (2009 Dodge Amb.) had the top left side of the ambulance box scratched and damaged when Sue Pezze tried to go through the ATM drive thru and the eave on the northeast corner of the ATM rubbed against the ambulance box. Replacement parts for the damaged lights have been ordered and Prism Body & Paint will repair the body damage. The ambulance is operational and, per the District Standard Operating Procedures, Sue Pezze did go to Spanish Peaks Regional Health Center for testing. Director Shroul asked if a uniform driver training program was currently in effect. EMS Director Schmidt advised that all new EMTs go through an extensive orientation process. Chief DeTray offered to coordinate and conduct a driver training class.
7. The letter sent to the 3 EMT students for tuition reimbursement, for not completing the class obligation, has resulted in one student repaying the requested \$500.00. The other students have advised they will make monthly payments until the debt is paid.
8. Introduced Dave Mower and provided a list of his qualifications and credentials.
9. EMS Director Schmidt recommended that Dave Mower and Eddie Ray both be approved for the position of EMS Captains.
10. Huerfano County RETAC funds, are currently reimbursing all EMS training expenses.
11. Hopefully, one half of Darcy St. Peter's intermediate class will be paid by a CREATE grant and the other half will be paid with Huerfano County RETAC funds. Fuel may be the only expense the District will incur for Darcy's class.
12. The annual EMSAC conference will be held in Keystone, CO in November. Registration is \$275.00 per attendee. 4 EMTs will attend and EMS Director Schmidt has won a free registration.
13. A.E.D.s have been purchased and placed in both the Panadero and the Middle Creek developments.
14. 8 Cuchara residents attended and became certified in CPR at the class that Jenny Halstead and Darcy St. Peter presented on Aug. 8th.

MSA: The Board approved the LVFPD EMS Quality Management Program policy as presented. Copy attached to these minutes.

MSA: The Board approved the promotions of both Dave Mower and Eddie Ray to EMS Captains.

Director Brunner expressed concern for the radio and pager lists not being updated. Fire Chief DeTray stated he had a number of changes that he needs to update on the inventory logs that EMS Director Schmidt is keeping.

Fire Chief Report

- 1) 2 fire calls: Smoke Report on C.R. 365 (actually controlled burn) and House Explosion Fire on W. Grand St.
- 2) July 11 to 12, 2015 S-215 Fire Operations in Wildland Urban Interface class with 6 FFs plus guest FFs from neighboring Districts. July 18th CSP Traffic Incident Management with 13 FFs and 2 Jr. FFs.
- 3) Working on front right brake repairs on 7121 (86 GMC Engine). A repair company has looked at it and they are searching for parts.
- 4) Working on issues with CSP at an RV fire at the top of La Veta Pass on Hwy. 160 on Aug. 9th. CSP ordered the Fire Dept. to "stand down" due to haz-mat concerns.
- 5) Recommend Travis McConnell for promotion from Lieutenant position to Captain, Mark Brunner from Assistant Chief to Lieutenant and Dave Mower to Assistant Chief.
- 6) The house explosion fire on West Grand Street is under investigation for arson and Chief DeTray is working with the La Veta Marshall's Office and CBI.
- 7) Mesa Repeater paging cable was replaced with no other issues reported.
- 8) No movement on sub stations and will work with Dave Mower on the project.
- 9) Attended railroad meeting with Paul Branson, Mark Brunner and Don Mercier along with train personnel. Still waiting to receive the documents the train personnel promised they'd send. See WMS Report for additional information.

- 10) Will work with interim Huerfano OEM, Don Mercier to update the County EOP. First meeting will be 8/24/2015.
- 11) Chief DeTray, 4 FFs and 2 Jr. FFs helped pressure wash dirt off of the new street project between the schools on East Garland. Heavy rains had washed dirt onto the concrete and it needed to be cleaned off so the parking lot and street stripe painting could be done.
- 12) Need to purchase 3 additional gated wye valves, 3 reducers, 3 nozzles and 2 hose packs for a total expense of \$497.00. Used GSA to purchase the same items approved last month for a considerable savings.
- 13) Would like to purchase 3 rear seat brackets to hold SCBAs in 6311 (1998 Hawk) at \$267.00 each and one complete front seat with SCBA bracket at the cost of \$1,470.00. Total project cost is \$2,298.00. These brackets would allow FFs to don their SCBA packs while en route to a fire call.
- 14) Presented recommendations for FF physical examinations and the topic was tabled until Director Nielsen returns from vacation and can work on the recommendations with Chief DeTray.

MSA: The Board approved the appointments of Travis McConnell to Captain, Mark Brunner to Lieutenant and Dave Mower to Assistant Chief.

MSA: The Board authorized the purchases of 3 gated wye valves, 3 reducers, 3 nozzles and 2 hose packs, 3 rear seat brackets to hold SCBAs in 6311 (1998 Hawk) and one complete front seat for 6311 with SCBA bracket at the total cost of \$3,158.00.

Old Business

Chris Hudson has completed his grant writing class and now desires direction on what his assignments will be. Director White advised that he would like Chris to help him and Paul Branson with writing the Joint Chief's Project Grant which is a partnership between NRCS and USFS for mitigation funding. Paul Branson is giving thought to having Chris write a FEMA Safer Grant to fund personnel wages and other grants for increasing capacity, both personnel and equipment. Chief DeTray also advised he will research grants that Chris could pursue.

Cheryle Johnston advised the Board that she had received word that Mark Brunner has been selected to receive the Director of the Year Award from the Colorado Special District Association (SDA). The award will be presented at the SDA Conference in Keystone. Dates of the conference are Sept. 23 to 25. The Board congratulated Director Brunner and he, in turn, thanked Cheryle for going through the process of making the nomination.

MSA: The Board approved sending Director Brunner to the SDA Conference and authorized up to \$1,000.00 or necessary expenses of registration, lodging, meals and fuel. The vote was Directors White, Shroat and Littlefield "Aye" and Director Brunner abstained from voting.

New Business

LVFPD Auxiliary President, Michele Appel addressed the Board and advised that the Auxiliary will hold its annual meeting on August 14, 2015. The taco dinner fund raiser in La Veta cleared \$2,166.14. Michele also made taco casserole to feed the Firefighters before their Tuesday night training which was very much appreciated. Future plans will be made for Oktoberfest, possible end-of-summer picnic and the annual Christmas party. The Board and staff thanked Michele and the Auxiliary for all the good work they are doing.

The wording in the Standard Operating Procedures (S.O.P.) regarding drug and alcohol testing after an accident was briefly discussed. The issue was tabled until the September meeting when Director Nielsen will be present.

Lt. Matt Krause recently moved to Oregon and Director Brunner suggested the District send Matt his incentive pay now instead of waiting until December when incentives are regularly paid. The Board agreed to this action.

Per diem expense limits for meals was discussed at length.

MSA: The Board authorized a guideline of a maximum of \$50.00 per day for meals when District personnel are away on District business over night. The Fire Chief and EMS Director have the prerogative, under special circumstances, to approve a larger amount.

MSA: The meeting adjourned at 8:07 P.M.



Mark Brunner, Board President

LVFPD Wildfire Mitigation Service-Monthly Report for 08/13/15

RR ERP

- Delivered (to LVFPD BOD) the requested list of items/activities being requested from SLRG/RGSR with substantiating basis for each. Have yet to receive feedback from BOD on this list, which may mean that the list of requests are adequately substantiated. For the record, I believe that they are.

-Researched approaches to wildfire prevention along railroads. The most effective methods include: 1) rail-mounted brush trucks trailing each train during fire season, 2) prioritization of railroad corridor hazardous fuels reduction, and prescribed burns by qualified fire agencies.

-Reading two reports, The "Railroad Fire Prevention Guide" by the California State Marshall and (former) Governor Gray Davis, and "America Burning" (and subsequent revisits including "America at Risk") by the National Commission on Fire Prevention and Control. All are very informative and substantiate heavily our attempts to mitigate wildfires along the railroad, as well as other rail-related pre-planning.

Just for effect, the following is from "America Burning" from 1973 (and heavily emphasized in recent revisions as the problem is clearly not being addressed by responsible parties to date):

"Responsibility for preventing fire accidents must reside with the railroads themselves. Sound maintenance practices are well known, but often not followed. Rights-of-way should be well-maintained, kept free of flammable materials, and inspected frequently; malfunctioning equipment should be quickly removed from service. The Commission recommends that the railroads begin a concerted effort to reduce rail-caused fires along the Nation's rail system. Equipping nonturbo locomotives with exhaust spark arresters, reducing the frequency of mechanical and rail failures, adopting braking procedures and equipment designed to prevent hot brake shoe fragments from spewing, training crews in fire suppression, and providing trains with appropriate fire suppression tools are measures for consideration." From "America Burning" 1973, page 91.

-Met with railroad officials to be advised of additional cargo that will be transported through the LVFPD and of off-loading activities that will take place just west of the town of La Veta. The cargo will be Liquid Propane; the trains will include 100 cars of product; off-loading will occur locally and include increased semi-truck activity; and the activity is expected to be a temporary arrangement beginning soon. New HC OEM director Don Mercier was present and was very clear about his concerns and the importance of LVFPD receiving the requested items/services referred to above.

-Responded to a concerned-citizen call regarding the possibility of composting barley (from a previous rail incident) combusting and starting a wildfire. Chief Detray and I recommended that the landowner procure consultation from CSU extension agent regarding the likelihood of this occurrence.

-Revisiting CWPP recommendations regarding wildfire along the railroad within this WUI.

WILDFIRE MITIGATION SERVICE

-The LVFPD-WMS crew continues to create Defensible Spaces. Public interest and buy-in is high due to the DNR-WRRG grant available as a cost-share subsidy. We have contracted work to sustain the crew through several years.

-I have been informed that the FEMA grant application has been approved. This award will be available to the same 5 WUIs as the DNR-WRRG grant is. The exact amount and the manner of administration is still unknown at this writing. We are very pleased to see yet another funding resource being made available within our district. Much hard work is paying off.

-Working also on two more funding opportunities to start or expand Shaded Fuel Breaks. One is for the "Black Hole" in Baker Creek FWC, the other is for the Spanish Peaks Shaded Fuel Break Project. Both are collaborative efforts with CSFS and POAs.

-POA and Firewise meetings continue this year. The Cuchara West FWC meeting was particularly informative as USFS representation was high. We look forward to working with them in the near future.

-The WMS welcomes a new member, Brenna Ray, to the family.

-I am working through a substantial back log of projects both as CWPP Coordinator and WMS Manager (CWPP Update and Tactical mapping, Firewise Communities setup and guidance, Railroad ERP, Evacuation Drill and 'Red Zone' & 'Trigger Map' project, several grant processes, potential watershed projects, incorporating JFs into WMS, exploring WMS crew benefits, promoting WMS crew NWCG certification and experience possibilities, and "Ready, Set, Go!". Public interaction is also exceptionally high during this time. Given funding restrictions, I have prioritized only selected pursuits to develop. Given the scope and scale of these successful programs, I will need additional funding to expand any further.

-I am seeing an inordinate level of late payments by clients and am considering charging a portion of D-Space mitigation costs up front.

General Manager Projects worked on in April and/or continuing this month:

-DNR-WRRG—Client contacts and site visits occur throughout the week now that we have a crew of 3 to do active treatment work. Client contact and site visits occur primarily in the greater Cuchara area and Wahatoya Canyon. Calls and emails are received constantly. Clients also come to the Station 2 office or even follow my truck.

-LVFPD CWPP—Tactical maps required by our CWPP are near completion and need only small additions and to be printed. Mark and Josh at the CSFS have been invaluable assets in this endeavor. I can safely say that this project would not have been completed without them.

-MAJORS RANCH CWPP—WUI and Fire Safety Features mapping for this has resumed with mapping assistance from CSFS. The original Core Team is restructuring and returning to the table for this project.

-FIREWISE COMMUNITIES/USA—Working with two WUIs to attain the Firewise designation. Expanding also into Navajo Ranch and Turkey Ridge.

-EVACUATION TRIGGER MAP and DRILL- This project is rolling along with new and highly effective leadership from Don Mercier, Huerfano County OEM Director. Stakeholder involvement is increasing. Will be meeting with Chief Detray Tuesday to discuss new developments with regards to LVFPD personnel being authorized to trigger an evacuation in the Cuchara area; LVFPD protocol regarding assisting with evacuation, as opposed to Initial Attack; designating Cuchara area Safety Zones; and input on 'Red Zone' map (the guideline for determining an evacuation call). Having established this entire project, I look forward to the more appropriate leadership of HC OEM, HCSO, and LVFPD from here on out. The WMS will continue to participate in similar planning for our area, including the actual plans for mass evacuation of any of our 13 WUI's. Given the scope and scale of this project, consistent participation will be required by multiple members of the LVFPD as well as state and federal consultants. **The next and final meeting for this drill is on August 14th, 0800-1000, BOCC mtg rm, HC Courthouse.**

-RED HILL PROJECT- Funding to expand the Red Hill Project has been acquired. Landowner permission has also been given. The new project area is named Red Hill Project-Bend Creek Expansion. The LVFPD should be advised that there is another hazard developing above this site. Since 2013, rains have destabilized the HWY12 road bed and now several very large trees are leaning downhill toward the SIEA Powerline. If they fall, these trees WILL definitely hit the lines. The unofficial word is that CDOT is 'on' this issue.

-WMS POLICY-No action on written policy in July.

JUNIOR FIREFIGHTER- Junior Chief Ozzello has been distributing "Ready, Set, Go!" information door-to-door and has completed Baker Creek and Pinehaven Firewise Communities. Spanish Peaks is next. JF Ozzello has also been proactive and very effective in procuring information regarding under-age work restrictions. We are very close to attaining state approval for a landscape maintenance crew to expand our services, recruitment and retention potential, and public interaction.

La Veta Fire Protection EMS Quality Management

Title: Quality Management Program

Purpose: This policy establishes the La Veta Fire Protection District Quality Management Program pursuant to Colorado Revised Statutes §25-3.5-901 *et seq.* The Quality Management Program is designed to perform quality management assessments for the purpose of improving patient care and includes (i) quality assurance and risk management activities; (ii) peer review of emergency medical service providers; and (iii) other quality management functions. CRS 25-3.5-903(4)

(I) Review of treatment protocols, compliance with protocols, and prehospital emergency medical care

(a) It is the responsibility of the Medical Director to review treatment protocols (e.g. annually) and revise them as needed in accordance with CDPHE EMS Chapter 2 rules. CRS 25-3.5-203(5)

(b) The Medical Director and Quality Management Committee will review compliance with treatment protocols and prehospital medical care provided to patients through the regular review of Patient Care Reports according to Quality Indicators identified by the Quality Management Committee. Quality Indicators may include but are not limited to those identified in Appendix B. CRS 25-3.5-203(5); 6 CCR 1015-3, 4.2.4. Appendix B can be found at:

<http://www.colorado.gov/cs/Satellite?blobcol=urldata&blobheadname1=Content-Disposition&blobheadname2=Content-Type&blobheadvalue1=inline%3B+filename%3D%22Medical+Director%27s+Continuous+Quality+Improvement+Program+%28including+protocols%29.pdf%22&blobheadvalue2=application%2Fpdf&blobkey=id&blobtable=MungoBlobs&blobwhere=1251833849387&ssbinary=true>

(II) Peer review of emergency medical service providers, including review of their qualification and competence and quality and appropriateness of patient care

(a) It is the responsibility of the EMS Agency to ensure that the agency's EMS providers have maintained appropriate certification with the state.

(b) Continuing competency of the performance of the agency's EMS providers will be assured by

(i) Observation of skills. 6 CCR 1015-3, 4.2.4; 6 CCR 1015-3, 4.2.6; 4.2.8

(ii) Continuing medical education. 6 CCR 1015-3, 4.2.4

(iii) Regular review of the quality and appropriateness of patient care. This may be achieved by review of the Patient Care Reports according to the Quality Indicators identified in Appendix B according to the time frame defined by the Medical Director as well as response to issues identified by patients, hospitals or others. CRS 25-3.5-203(5); 6 CCR 1015-3, 4.2.4.

(III) The collection of data if required pursuant to section 25-3.5-704(2)(h)(II)

The Agency is responsible for the collection of data if required by the state for continuous quality improvement.

(IV) A general description of the types of cases, problems, or risks to be reviewed and the process used for identifying potential risks

There will be a regular review of Patient Care Reports according to the Quality Indicators chosen by the Quality Management Committee. 6 CCR 1015-3, 4.2.4

(V) Identification of the personnel or committees responsible for coordinating quality management activities and the means of reporting within the quality management program

Any cases identified through patient, hospital or other concerns or cases identified through screening by the Quality Indicators will be reported to and reviewed by the Medical Director and/or Agency Administrator (ex. Agency EMS Director), and, if needed, by the Quality Management Committee.

(VI) A description of the method for systematically reporting information to the organization's medical director

Any cases identified through patient, hospital or other concerns or cases identified through screening by the Quality Indicators will be reported to the Medical Director and/or Agency Administrator (ex. Agency EMS Director) through methods such verbal contact, email, mobile devices, or incident reporting.

(VII) A description of the method for investigating and analyzing causes of individual problems and patterns of problems

Any cases identified through patient, hospital or other concerns or cases identified through screening by the Quality Indicators will be reviewed by the Medical Director and/or Agency Administrator (ex. Agency EMS Director). 6 CCR 1015-3, 4.2.4

(VIII) A description of possible corrective actions to address the problems, including education, prevention, and minimizing potential problems or risks

Identified systems issues will be addressed by the Medical Director and/or Agency Administrator (ex. Agency EMS Director) which may result in education, protocol revision, training, or other steps as needed. Identified patient care issues related to an individual provider will be addressed through focused education, training, or other steps as appropriate.

(IX) A description of the method for following up in a timely manner on corrective action to determine the effectiveness of the action

When a corrective action is taken for identified systems or provider issues, the effectiveness of the corrective action will be assessed through a focused review by Medical Director and/or Agency Administrator (ex. Agency EMS Director) in a timely manner that is appropriate for the issue identified in order to reevaluate the effectiveness of the action. This assessment will also evaluate how to provide loop closure to the EMS provider, agency, or system involved.

All activities (emails, etc.) related to quality management should be labeled as such, e.g. with "quality management" in the subject line, if someone reports an unexpected patient outcome, etc.