

**Arrowhead Fire Protection District
Meeting Agenda
June 11, 2021
1:00 p.m. @ the Firehouse
2069 Spruce Road**

AGENDA

- 1. Call to Order**
- 2. Determination of Quorum**
- 3. Approval of Minutes from April 9th meeting**
- 4. Treasurer's Report**
- 5. Fire Chief's Report**
- 6. Old Business**
 - a. COVID-19 Issues**
 - b. Communications Update**
 - c. Review of By-Laws**
 - d. Evacuation Plan**
 - e. AVFD Auxiliary**
 - f. Helicopter LZ**
- 7. New Business**
 - a. Firehouse Lease**
 - b. Firehouse Cleaning**
- 8. Adjourn – Next Meeting – July 9, 2021**

**Conference Dial-in Number 1-712-770-5569
Participant Code: 478279#**

**ARROWHEAD FIRE PROTECTION DISTRICT
BOARD REGULAR MEETING MINUTES**

Date: June 11, 2021

Time: 1:00 P.M. (MDT)

Location: AVFD Firehouse, 2069 Spruce Rd

Purpose: Regular Meeting

Attendees: Darrell Wagner [Chair/Present]; Steve Gauthier [Vice Chair/Present]; Stephen Isle [Secretary/Phone]; Ken Harbert [Board Member/Phone].

Absent: Al Hale [Treasurer/Excused]; Jim Gelsomini [AVFD Fire Chief/Excused].

Guests: Carla Vavrik [AVFD Auxiliary].

1. **Call to Order:** Chair, Darrell Wagner, called the June 11, 2021 Regular Meeting of the Arrowhead Fire Protection District to order at 1:00 PM, Mountain Daylight Time.

2. **Determination of Quorum:** A quorum requirement was satisfied with four of our five board members present (two at the fire house; two on the conference call line), for the meeting.
3. **Approval of Minutes for the April 9, 2021 AFD Regular Board Meeting:** Chair Darrell Wagner asked for any additions or corrections. There being none, Steve G. made a motion to accept the minutes as presented and Ken Harbert seconded the motion. Chair Wagner put the motion to a vote and it passed unanimously.
4. **Treasurer's Report:** All have the May financials emailed Treasurer, Al Hale. Ken Harbert asked about the \$20,000 spent under Apparatus and it was confirmed that was the money spent purchasing the Polaris Ranger. Chair Wagner declared that the treasurer's report stands as presented.
5. **June 11, 2021 Fire Chief's Report:**

Highlights: (A) AED's: Chair Wagner asked if there were questions on the Fire Chief's Report. Ken Harbert had a question on the AED's located around Arrowhead. His concern was if they were being used and if so, was there any record kept on the number of times individual AED's are used and do property owners need instruction on how to use them?

Chair Wagner said he knows Chief Gelsomini has records on function testing, battery replacements and the Fire Chief Report often mentions AED status. Chief Gelsomini might have such a record. Carla Vavrik said the AED's have been used twice in the last year and that one property owner used one near their property in the Spruce Road – Lake Road area before medical first responders arrived. They did fine following the instructions. Carla mentioned that although training had been offered on several occasions to Arrowhead residents, there had been very little response. The idea of sending out an email 'Blast' with information on the proper use and location of the AED's was mentioned as was the idea of inserting a section on the proper use and location of the AED's on the AVFD web site. Communication Manager, Steve G., took the ball and said he would contact Chief Gelsomini when he returns and get more information and a recommended course of action before the next meeting on July 9th.

(B) SCBA: Ken Harbert had a second question regarding the certification training required before members of our AVFD are qualified to use an SCBA? His concern is that we are purchasing six to eight sets of the SCBA apparatus and curious to know more about how we intend to use the equipment?

Chair Wagner said the AVFD fire personnel have never had an official OSHA 'fit test,' using banana oil, et al. But volunteers do receive instruction on how to fit them and put them on during training to wear them around the fire house. Steve G. mentioned that the one person who has received Fire Fighter Certification Training which includes the fit test and wearing SCBA apparatus in a dark, smoke filled room, et al, is our Fire Chief, Jim Gelsomini. And we don't know whether that was familiarization training or certification training. Currently there are those that feel the AVFD volunteers should not plan on going into a burning building with SCBA and those who believe our SCBA purpose is for fire fighters outside who are working in the smoke when the wind shifts. Steve G. explained our AVFD modus operandi is a Defensive Strategy fighting house fires from outside. The Offensive Attack from inside is limited to certain sets of circumstances, such as a kitchen fire or we know someone is inside and it is safe to go inside. Volunteers are receiving some training on offensive firefighting attack strategy, but for the most part, we plan on executing the Defensive Strategy for a number of good reasons. In theory you're supposed to have the same number of firefighting personnel outside as you do inside. Steve G. mentioned that on the fires he's seen we haven't had the requisite number to go inside.

6. Old Business:

A. **COVID-19 Issues:** . Gunnison County has gone Green. Any business may require customers to wear face coverings inside or outside. The latest Public Health Order was sent out and the exercise classes and potluck dinners are going as they were prior to the pandemic. Four tables and about sixteen people were in attendance at the last potluck dinner held at the AVFD on Tuesday and Carla reported there were three new people at the exercise class along with a good showing of the 'old timers.'

B. **Communications Update:** Steve Gauthier, Communications Manager, is doing a great job on our Facebook page and website (<https://www.arrowheadfire.org>). Steve worked with Chief Gelsomini to add information on the fire danger at Arrowhead to the top right of the home page of the website. Steve G. also posted information on the annual 4th of July 'boot drive' and the AVFD Auxiliary annual picnic in August. The AIA Communications Manager has indicated the AIA will link to share this information. Chair Wagner discussed possibly posting a date for AED/First Aid Training for Arrowhead residents, if the consensus after Chief Gelsomini's return is to hold the training, per the discussion Ken Harbert began earlier on the use of our meticulously maintained AED's at various sites along the Arrowhead filing roads. The website and Facebook page are up to date and working.

C. **Review of By-Laws:** Chair Wagner asked if board member had read and approved of the updated, revised version of the By-Laws which Steve G. had emailed to each board member. Steve G. commended Steve I. for his detailed notes in the April minutes on the By-Law discussion, saying the notes had been a big help. (Thank you, Steve G.!) Steve G. offered to and proceeded to walk all present through the revision. Steve I. made a motion that we accept Steve G.'s Arrowhead Fire Protection District By-Law revision as official effective today, June 11, 2021. Ken Harbert seconded the motion and the motion carried unanimously. Chair Wagner expressed our gratitude to Steve G. for all the time and research expended in completing these now approved AFD By-Laws. Steve G. will sign a copy, send it to Chair Wagner and he will in turn sign and send it to the next board member, who will then do the same until it is completed and returned to Chair Wagner and Vice Chair Steve G. for posting.

D. **Evacuation Plan:** Chair Wagner and Steve G. reported no progress on Three Fish Road although they are aware of on-going discussions. Further discussion is delayed until the return of Chief Gelsomini, who continues to work with the AIA Board on prioritizing the need to improve the condition of 'Three Fish Road' as part of our preparation needed to improve the readiness of the Arrowhead community for a safe evacuation of personnel and cars/trucks if emergency vehicles and other factors preclude the use of the Alpine Plateau Road. Drought conditions continue and the fire danger is going to continue to be high this summer. The Arrowhead Fire Prevention District Board and AVFD Fire Chief urge the AIA to select the course of action best for the safety of our community: Improve Three Fish Road.

Egress in an emergency situation where fire or emergency vehicles of first responders block the Alpine Plateau Road would have to be 'Three Fish Road.' The AIA approved a driveway from two lots on Hazel Lake to connect to 'Three Fish Road' three to four years ago. So, as Chief Gelsomini previously noted, it appears the AIA has an assumed obligation to maintain that portion of the road already. To date the owner of the two lots has not camped or built a home on the lots, but has indicated he has plans to do so in the future. The road beyond Arrowhead property was all owned by the Squirrell family when Arrowhead was developed, but was subsequently sold. Donny Squirrell continues to enjoy access to Arrowhead on the road through the private property to the west of the end of Arrowhead property going to Highway 50. Chief

Gelsomini intends to continue discussions with Ron Slocomb, the foreman of the ranch across which the road passes. At the AFPD April Meeting, Chief Gelsomini had reported that Ron was recovering from some health issues. Many scenarios illustrated by the Russell Fire a few years ago will exist during pre-evacuation of Arrowhead. For example, there will be home owners wanting to come up and save certain items before an evacuation. Historically, Three Fish Road used to be one of the ways regularly used to get to Arrowhead in the early 1980's when the Squirrell family still owned the property to the west. We look forward to an update after the next AIA Regular Meeting by Chief Gelsomini at our July AFPD Regular Meeting.

E. **AVFD Auxiliary:** Chair Wagner recognized Carla Vavrik, who is present on behalf of Nancy Hale, who is the new AFPD Auxiliary Liaison. Their intention is to attend the AFPD Regular Meetings on a regular basis. Carla said they are working on a Statement of Purpose for the Auxiliary. Essentially, Carla explained, the purpose of the Auxiliary is to support our Arrowhead Volunteer Fire Department first responders and fire fighters both physically and financially. Examples include providing lunch at fire department training sessions and providing food during firefighting efforts. Other examples include fund raisers like the 4th of July AVFD Picnic. Steve G. explained that the 4th of July 'Boot Drive' uses our AVFD volunteer fire fighters as "the aged, corn fed 'beefcake' for the event, but the money is turned over to the Auxiliary Treasurer, Lucia Lebon. Carla indicated there may be an ancillary Auxiliary clothing sale event coinciding with this year's 4th of July Boot Drive.

Carla reported there were still ongoing discussions on how the food issue was going to be handled for the August 14th Arrowhead AVFD Picnic fund raiser. At this point it appears it will be 'brown bag,' with desserts sold by the piece by the Auxiliary. Information and updates will continue to be posted on the <https://www.ArrowheadFire.Org> website. Carla reported that most of the other associated picnic events are already in place with designated organizers. She also commended Steve G. for his work on refurbishing some of the picnic tables in the picnic area west of the fire house. The plan is for the Auxiliary to refurbish and replace picnic tables where needed on an annual basis.

Concerns over the challenges faced by the Auxiliary were discussed. As the number of volunteers has dropped with the departure of many of the staunch supporters in the Arrowhead 'old timer' demographic, the number of Auxiliary members has dropped to where there were neither minutes nor a verbal or written treasurer's report distributed. Carla stated that the meetings, minutes, treasurer's reports and record keeping in general admittedly fell by the wayside for the past couple of years. Although the Auxiliary is associated with the AVFD it is not under the control of the AFPD. The low participation and lack of structure and continuity in minutes, written treasurer's reports with more than \$20,000 of community support funds in the Auxiliary savings account at times, was perceived as a red flag. Consequently, the AFPD has been interested in facilitating discussions with the Auxiliary on their plans for the future. Board members on the AFPD are very interested in having an Auxiliary and seeing it thrive. However, volunteers once plentiful are scarce for both the AVFD and the Auxiliary. Hence the need for assurance over the wisdom of maintaining a separate organization and tax ID number with officers and a savings account. Should the Auxiliary merge with the AVFD and let the AFPD handle the money? Carla pointed out that the Auxiliary has a useful flexibility in their priorities for spending. An example is the use of funds for refurbishing the AVFD picnic tables and creating memorials in honor of deceased AVFD volunteers. The Auxiliary sends flowers and cards to the families of fire fighters and first responders who have passed. The Auxiliary's past efforts include annual, revenue producing social events like the Christmas Party, Pancake Breakfast, Snowshoe Golf, Christmas Brunch 4th of July Picnic Gifts for Adolescents. Their core work is to keep morale up and are currently coordinating with the hundred or so volunteers working on the August picnic. Right now there are 13 subcommittees working on the picnic. They have chair persons for all but two of them. Carla indicated the Auxiliary is working on revitalizing itself and trying to begin taking minutes and producing regular reporting again. They had ten (10) people

attending the June meeting and Carla expects the number to jump up to thirty (30) in July with the arrival of the summer resident demographic. Some good efforts are being made to pull the Auxiliary back together. AFD board members are looking for assurance that the Auxiliary has the proper structure, reporting and controls in place for the amount of community money involved and some board member spouses are involved. The attendance of males and females has been about equal. This is a good beginning and further discussions will follow. Carla also shared her view on having Narcan available for medical first responders. Chair Wagner thanked Carla for coming as the acting Auxiliary Liaison until Nancy Hale returns. Chair Wagner thanked Steve G. for his work on the Arrowhead picnic tables and Steve G. shared a bit of the very interesting history. The picnic tables are constructed from 2 ½" slabs of rot resistant redwood which was salvaged from lumber used to construct old water tanks. Donny Squirrel has the full story on where it came from and when.

F. **Helicopter LZ**: Fire Chief Report, Part XIII Miscellaneous, 2 A ii: "Medical staff and pilots survived and approved new Helicopter LZ." Interesting turn of a phrase that got the attention of AFTP board members! The AIA Board has approved the new helicopter LZ. Careflight has approved it and the windsock is going to be moved this week. A small A-frame sign is being constructed and Careflight will land at this new helicopter LZ as part of this summer's AFD First Responder training.

7. **New Business**

A. **Firehouse Lease**: Chair Wagner suggested we make a payment of the lease on July 1st as it is due and payable on the 1st day of July and every lease year thereafter. The payment is in the budget so doesn't require a motion.

B. **Firehouse Cleaning**: Chair Wagner and the board concurred that we should respect Chief Gelsomini's wishes and let him clean the firehouse per his request. We can post the job and if the right person applies, we can hire them. Ken Harbert said they've experienced problems finding employees willing to put in the time and effort to properly clean the company restrooms at his place of work. Employees have chosen to perform that task themselves. The board will re-evaluate the situation in a couple of months.

C. **Fire Department Survey**: Chief Gelsomini requested Steve I. work with him on distributing a survey to determine if volunteers and community are satisfied with the performance of the AVFD and a request for comments and any suggestions on ways those receiving the survey think performance might be improved. Steve I. will tabulate the results, maintain the anonymity of those emailing in a response and will continue working with Chief Gelsomini and keep the AFD board members informed.

Chair Wagner asked if there was any other new business. There being none, he proceeded to adjourn.

8. **Adjourn – Next Meeting – July 9, 2021.**

Respectfully submitted,
Stephen Isle
Secretary, Arrowhead Fire Protection District

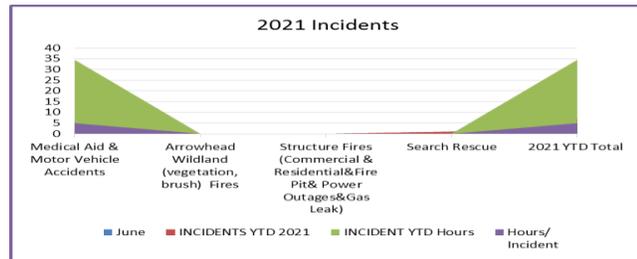
Arrowhead Fire Chief Report

Date of Report: **June 11, 2021**

Wildland Fire Level Status: **HIGH**

Part-I Emergency Incidents

	June	INCIDENTS YTD 2021	INCIDENT YTD Hours	Hours/ Incident
Medical Aid & Motor Vehicle Accidents	1	6	34.50	5
Arrowhead Wildland (vegetation, brush) Fires	0	0		
Structure Fires (Commercial & Residential & Fire Pit & Power Outages & Gas Leak)	0	0		
Search Rescue	1	1		
2021 YTD Total		7	34.50	4.93



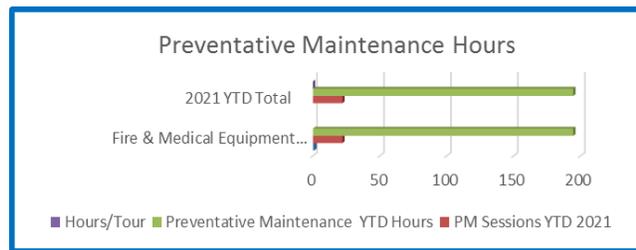
Part-II Department Training

2021 Training			
Groups	Resources	YTD Training Hours	YTD Training Sessions
Patrol	4	24.00	5
Awhd Dispatch	6	46.25	8
First Responder	8	265.15	10
Firefighters	14	109.50	12
AVFD Combined	32	444.9	35



Part-III Preventative Maintenance

Description	PM Sessions YTD 2021	Preventative Maintenance YTD Hours	Hours/Tour
Fire & Medical Equipment Preventative Maintenance	22	194.40	
2021 YTD Total	22	194.4	0.00



Part-IV Incident Overview – 2021 (YTD)

- YTD Medical – 6
- YTD Fire/Search-Rescue – 1
- YTD Commercial Power Loss - 0

Part-V Training overview – April//2021

- Medical – **Complete** May 24, 25 two-day stop the bleed, splint, Patient Assessment
- Firefighting – **Complete** 6/10 & 6/11 two firefighting propane training Crested Butte
- Dispatch – **Completed** week of 6/7 - use of Google Earth,

Part-VI Personnel: (staffing): **23 (FF-FR-Dispatch)**

Fire Fighters = (9)

Arrowhead Dispatch = (6)

First Responders = (8)

Part-VII Grounds - Building Inspections:

1. Summer project – install Low profile cap screw w/Torx (T25) inset, pk-250 <\$50.00

Part-VIII Fire Apparatus, Tools & Equipment:

1. Tools – operational
2. Firefighting structure gear: - operational
3. Hoses:
 - a. Fully operational
 - b. Summer project pressure test supply and attack hoses
4. Mobile Response Unit (MRU) – operational
5. Fire Trucks:
 - a. Red Type 3 – operational
 - b. White Fire Truck – operational
 - c. Blue Brush Truck – operational
 - d. Blue First Responder – operational
6. Snow Cat:
 - a. Operational (used for patient transport if needed), stage at AIA equipment building
7. Polaris-Ranger – leaving Arrowhead 6/11 for summer retro fit - topper
8. Snowmobiles:
 - i. Black/Gray snow mobile – storage on mountain
 - ii. Red snow mobile – storage on mountain

Part-IX Interagency & County & Association Meetings:

1. Gunnison OEM training – zoom meeting sessions

Part-X Communications:

1. Received quote for installation of one new vehicle mounted radio in personal Ranger \$750.00, if funds are available.
2. Following Ranger topper installation, vehicle radio in Blue Blazer transferred to AVFD Ranger for year round use.
3. Vehicle mounted radios solutions for addressing radio gaps within and outside AFD district

Part-XI Medical:

1. COVID-19 Updates Gunnison County elevated to Green status
2. Monthly AED checks completed YTD 2021
 - a. All AED's operational

Part-XII Budget:

1. SCBA – purchase plan is to wait until later in 2021, for fund availability
 - a. ~\$8k for two (2) new MSA G1 back packs w/mask (2)
 - b. ROI will donate four (4) cylinders 45 min 4500psi

Part-XIII Miscellaneous:

1. Hwy-50 Update
 - a. Daily updates sent to AVFD team along with emergency notifications, for medical incident response plan, ground, or flight.
2. Landing Zone Relocation
 - a. Lake Road approximately 150 meters west of Lake Road/Timber and Alpine Road intersection.
 - i. AIA BOD's approved relocation
 - ii. CareFlight (medical staff and pilots survived and approved new LZ location)
 - iii. Open issues:

1. Relocate existing windsock to new LZ location, planned for week of 6/14
 2. Cost – purchase A-Frame with Road Closed Signs Landing Zone – Lake/Alpine
3. Second Fire Station update:
 - a. No new updates
4. Harold Thompson volunteered to assist with address sign installation. Next meeting week of 6/14.
 - a. Installation priority
 - i. Existing poles requiring new sign only
 - ii. New address signage requiring new pole
 1. Locates needed from telephony, power and water
 - iii. Current status
 1. Completed installation sign only at filing road - 2
 2. Sign only = 6
 3. New pole at inside property driveway - 7
 4. New Pole & Sign at filing road = 9