

**Arrowhead Fire Protection District
Meeting Agenda
August 13, 2021
1:00 p.m. @ the Firehouse
2069 Spruce Road**

AGENDA

- 1. Call to Order**
- 2. Determination of Quorum**
- 3. Approval of Minutes from July 9th meeting**
- 4. Treasurer's Report**
- 5. Fire Chief's Report**
- 6. Old Business**
 - a. AVFD Auxiliary**
 - b. Communications Update**
 - c. Review of By-Laws**
 - d. Evacuation plan**
 - e. Survey responses**
- 7. New Business**
 - a. NNTC Upgrades Impact on Firebar**
 - b. Gunnison Emergency Fee Schedule**
- 8. Adjourn – Next Meeting – September 10, 2021**

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

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

Date: August 13, 2021

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

Location: AVFD Firehouse, 2069 Spruce Rd

Purpose: Regular Meeting

Attendees: Steve Gauthier [Acting Chair/Present]; Stephen Isle [Secretary/Phone]; Al Hale [Treasurer/Present]; Ken Harbert [Board Member/Phone]; Jim Gelsomini [AVFD Fire Chief/Present].

Absent: Darrell Wagner [Chair/Excused].

Guests: Nancy Hale [AVFD Auxiliary/Present].

1. **Call to Order:** Acting Chair, Steve Gauthier, called the August 13, 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 July 9, 2021 AFD Regular Board Meeting:** Acting Chair Steve Gauthier, asked for any additions or corrections. There being none, Acting Chair Gauthier noted an incomplete sentence, "Fifty feet of 3" hose," at the beginning of the second paragraph of the Fire Chief's Report, which Secretary Isle removed posthaste. Al Hale made a motion to accept the minutes as revised. Ken Harbert seconded the motion. Acting Chair Gauthier put the motion to a vote and it passed unanimously.
4. **Treasurer's Report:** All have the July financials emailed Treasurer, Al Hale. There were no questions and Acting Chair Gauthier declared that the treasurer's report stands as presented.
5. **August 13, 2021 Fire Chief's Report:**

Highlights: Chief Gelsomini had no items he wished to discuss other than those items he would like to discuss under 'New Business.' Acting Chair Gauthier asked if there were any questions for Chief Gelsomini over his August 13th Fire Chief's Report. There being none, Acting Chair Gauthier moved on to 'Old Business.'

6. **Old Business:**

A. **AVFD Auxiliary:** Acting Chair Gauthier recognized Nancy Hale, our AVFD Auxiliary Liaison.

(1) Auxiliary Treasurer's Report: Nancy reported that Lucia Lebon provided an income and expenditures report and had a copy with her notes. Acting Chair Gauthier highlighted that the AFD does not supervise the Auxiliary, but there is a special relationship and by sending out a copy of the Auxiliary Treasurer's Report to each member of the AFD Board after they review it at their Auxiliary Meeting and ensures there are no issues with it. This helps show accountability and if there's ever any questions, this adds legitimacy. Al Hale volunteered to email out this current copy of the Auxiliary Treasurer's Report to each member of the AFD Board of Directors. If there are any questions on the report, we will provide feedback to the Auxiliary. All present agreed this adds a level of accountability difficult for the Auxiliary to establish by itself due to the small number of actual members attending the meetings and helps encourage regular written reporting. The support of the community when it comes to fund raising is commendable, but the number of actual attendees at the official meetings is small.

(2) Auxiliary Mission Statement: The working document which had been termed the Auxiliary Mission Statement was changed to a Statement of Purpose and voted upon and approved at the Auxiliary Meeting.

(3) Lunches for October Medical Training: When the dates are set the Auxiliary is planning on providing lunches for those undergoing this planned medical training in early October.

(4) No Auxiliary Meeting in September.

(5) Mutual Expectations between AVFD Auxiliary and AFD Board: Over the last several years a number of the primary volunteers who were very active in the AVFD have departed the community and both numbers and some of the support dropped off precipitously. The drop in interaction and concerns over transparency of financials, given the almost \$20K in the account, agendas, minutes, prompted action by the AFD Board to see what we could do to help. Nancy asked what the AFD expectations were in the way of protocol on

what regular information beyond financial reports and reports on upcoming Auxiliary functions/volunteer activities the AFPD Board expected from the Auxiliary? What types of information should the AVFD Liaison report back to the AVFD Auxiliary? Acting Chair Gauthier turned that around to ask Nancy Hale what we can post on our web page and Facebook page to help promote the AVFD Auxiliary activities? Steve Gauthier is also the AFPD Communications Manager and makes monthly posts of our AFPD meeting agenda, financials, meeting minutes, some of which are in accordance with state and/or district requirements which might not be applicable to the Auxiliary. Our advice is to keep AVFD Auxiliary activities transparent to the public and to donors. We would like Nancy to report back to the Auxiliary that the AFPD Communications Manager stands ready to post their articles on our web site (ArrowheadFire.Org) and Facebook to disseminate information and calls for volunteers, upcoming activities as well as helping ensure transparency by posting Auxiliary regular meeting dates, agendas, financials and meeting minutes. Acting Chair Gauthier reiterated that the AVFD Auxiliary is a 'standalone' entity and the AFPD Board does not supervise the AVFD Auxiliary. We gratefully accept AVFD Auxiliary donations and very much appreciate the community support each year. Acting Chair Gauthier pointed out there were many participants at this morning's Auxiliary Meeting highlighting the great support for the events in terms of volunteers with a lot of new people, versus low regular Auxiliary Meeting turnouts. Chief Gelsomini verified with Nancy Hale that the contact list of officers for official email to the AVFD Auxiliary was Lucia Lebon, Carla Vavrik, Diana Soong and Nancy Hale.

B. Communications Update: Steve Gauthier, Communications Manager, said the web page is up to date and that he was unable to find the time to complete a recruitment poster or flyer, but it remains on his list of goals. All applauded the efforts Steve G. has made and how well he is keeping up with the website.

C. Review of By-Laws: Al Hale, Steve G. and Chair Wagner have all signed the updated, revised version of the By-Laws which were approved at our June 11, 2021 AFPD Regular Meeting. Steve G. will follow through today and execute the plan set in place last month. Steve G. will scan and send them to Steve I. who will print them out and sign them, scan and email them to Ken Harbert who will sign and return them to Chair Wagner and Steve G. who will distribute the completed document to board members and post them on the ArrowheadFire.Org website in the digital archive space.

D. Evacuation Plan: Chief Gelsomini reported that the AIA Board of Directors has approved time for Will Hobson to work on improving Three Fish Road. Currently Will is working on the Alpine Plateau Road between Mile Marker 1 and Highway 50 and has improved that part of the Alpine tremendously. When Will gets some free time he will work with Chief Gelsomini on Three Fish Road improvements. Chief Gelsomini and the AFPD Board Members were very pleased about this development. To review, the responsibility and any liability lies with the AIA Board of Directors who are responsive to community input and have legal counsel. The Arrowhead Fire Prevention District Board and AVFD Fire Chief have presented their input on the course of action we feel to be in the best interest of the safety of our community in the event of war gamed contingencies for wildfire emergency evacuations: Improve Three Fish Road. Chief Gelsomini noted that the Alpine Plateau Road going south from Arrowhead towards Lake City is in adequate shape to be used for evacuation assuming it is available. Different fire and/or disaster scenarios determine what will be necessary. Three Fish Road could certainly be a critical escape route in select disaster scenarios.

E. **AFPD Survey**: Survey POC Steve Isle emailed copies of the survey results to Chief Gelsomini and all AFPD Board Members just prior to today's meeting. There were only three responses, so Steve listed the responses received below each survey question and read the results to those present. The survey results were about half the number of those received on the previous survey. Although the number of responses was disappointing, the ratings were reassuring. How can we encourage more participation and feedback? Chief Gelsomini suggested another survey next June or July. A short discussion ensued between Steve G. in his capacity as Communications Manager regarding how to best disseminate information on the AVFD benefits and services, such as home visits. Home visits are particularly nice to help orient new property owners to AVFD benefits and capabilities as well as stimulating interest in perhaps volunteering to participate in some way. Chief Gelsomini is willing to coordinate for the group savings available on fire extinguishers, carbon monoxide/smoke detectors, etc. Chief Gelsomini has time on the schedule at the next week's AIA Regular Board Meeting. Additionally, Steve G. will prepare an article and run it by Chief Gelsomini before posting it on our ArrowheadFire.Org website to which he directly links the Arrowhead Fire Protection District - AFPD Facebook Page. Steve G. said he could also post on the active and popular Facebook Group site called "Friends of Arrowhead – This, That, and Whatever," which has 197 members. Steve G. will also post his AVFD Communications email address for interested property owners to use in responding.

7. **New Business**

A. **NNTC Upgrades Impact on Fire Bar**: Informational presentation by Chief Gelsomini: AVFD/AFP is faced with two major communications issues with direct increased cost implication to the 2022 budget. First Gunnison/Hinsdale Combined Telephone Service-GHCTS (Gunnison 911/dispatch), proposed cost increases for supporting receipt of 911 emergency calls, use of Fire Bar to mobilize AVFD emergency response. Second, NNTC continued deployment of DLC's (Digital Loop Carriers) throughout the Arrowhead community.

Gunnison/Hinsdale Combined Telephone Service-GHCTS (Gunnison 911/dispatch)

Today the base user fee for AFPD is \$3,141 per year representing 6.5% of AFPD budget. The proposed change would increase the base user fee from \$3,141/year to \$6,000/year, increasing AFPD budget allocation from 6.5% to 12.4% annually. By comparison, Gunnison Fire and Crested Butte Fire base user fee would increase from \$6,000/year to \$12,000 annually. In the case of Gunnison Fire, the increase base user fee represents a 1.6% increase allocation from their \$722K, annual budget. For Crested Butte Fire the base user fee represents a .2% increase allocation, from their \$2.47M annual budget. GHCTS presented three basic reasons for the increase cost for all services users; increased emergency calls, need to expand the number 911 call receipt agents from 3-4 during various periods of the day, upgrade and increase the number of devices used by 911 agents.

AVFD presented three alternative solutions for GHCTS consideration before finalizing the proposed fee structure. First reduce the number of "service factors" resulting a score 2.75 (see attached documents for reference), second phase in the base user fee over a three time frame allowing AFPD to adjust budget allocation, third maintain current base user fee while increasing the per/call-incident factor with the objective of scaling AVFD cost based on reported incidents. GHCTS executive committee meets August 18 to consider proposed fee increases integrating AVFD's alternative solutions in their decision process. The next expanded GHCTS meeting is August 25th, at which time their final decision will be announced.

Fire Bar Future Use

Arrowhead continued growth with new and existing owners is placing increased demand on NNTC to provide faster internet speeds with great bandwidth. In order to meet this growing demand NNTC elected to deploy Digital Loop Carriers (DLCs) at strategic locations throughout

the Arrowhead Community. NNTC either failed too thoroughly test the DLC design or they knew the impact to the Fire Bar and failed to notify AVFD of the resulting impact to the Fire Bar with DLC deployments. In order for the Fire Bar, design to work the digital to analog conversion must take place at the telephone on Aspen Trail. With the DLC design, the digital to analog conversion takes place at the virtual DLC located closer to the end users. NNTC notified me, they cut over all users within the footprint of a new DLC located at Crest Drive and Hazel Lake Friday 8/6, resulting in the loss of three Fire Bar users. To date NNTC has deployed three DLCs, with plans to deploy one additional DLC in Q421, near the pump house. The DLC located at the pump will result in the loss of two additional Fire Bar users in Q4. Prior to Friday 8/06, there were 19, with the loss of three Fire Bar members 16 at present. Following the planned Q421 DLC deployment an additional four Fire Bar, members will be lost. The final planned DLC in Q122 will result in an additional two member removed from the Fire Bar, leaving four members on the Fire Bar during the summer season, and three in the winter.

NNTC has for a long time wanted to decommission the Fire Bar using the excuse they cannot find replacement equipment on the Gray Market. Tellabs equipment no longer manufactures Fire Bar equipment, with the current Fire Bar equipment replacement parts presently staged in Arrowhead coming from equipment decommissioned from Gateway. NNTC does not have an alternative solution for the Fire Bar, in fact they reference a third party provider who work in conjunction with Montrose Interagency Dispatch to contact Fire and EMS teams in Nucla, Naturita, Norwood, along with other small teams. Unfortunately, when I requested the name of the third party Kent Tomlinson VP w/NNTC stated he did not have the vendor's name. We can discuss the issue in detail Friday 8/13, during the AFPD meeting.

Steve G. summarized saying the technology challenges faced by Nucla Naturita are putting the Fire Bar in peril. The Fire Bar is an analog device in a digital world. Potential options include: (1) Conference Call Technology may be feasible, but needs more research. Nucla doesn't have the ring down capability to participants for conference calls at this time but may be able to reconfigure the switch according to Nate. (2) Call Forwarding limited to 2 or 3 maximum. (3) Follow Me Tree similar to the Google and Amazon services. A phone tree is a **prearranged system for activating a group of people by telephone**. The phone tree system can help you spread a brief message quickly and efficiently to a large number of people. A call tree is a layered hierarchical communication model that is **used to notify specific individuals of an event and coordinate recovery, if necessary**. A call tree is also known as a phone tree, call list, phone chain or text chain. Call trees play an important role in disaster recovery plans. Because the automated method places calls simultaneously, this can help to reduce or eliminate possible breaks in the emergency call tree. The systems can keep track of all calls made and the responses received. Call tree software is now available from vendors such as AtHoc, Everbridge, MIR3, One Call Now and Send Word Now.

<https://searchdisasterrecovery.techtarget.com/definition/Call-tree>

More information to follow.

B. Gunnison Emergency Fee Schedule: Steve G. explained that our access fee to the 911 system is going to double from about \$3,000 annually to \$6,000. This fee will become our biggest fixed line item in the annual budget. They're not requesting input, just disseminating what the cost will be. Small user voices are not at the table and the perception is this is a very unfair situation. Fortunately, Chief Gelsomini does have a contact giving us a voice at the table. Generating reports was a big expense and we've never seen a report until after that was brought to their attention by Chief Gelsomini. Then we received our first report. Options: Going to 800 radios we could program the radios and offer them a position for an antenna here at Arrowhead. Each 800 radio is like the old shoebox cell phones and cost about \$1,200 apiece, twice the cost of our present radios including those in the trucks. So this is not an option.

Acting Chair Gauthier asked if there was any other new business. There being none, he reminded those present that the next meeting is scheduled for September 10th and proceeded to adjourn.

8. Adjourn – Next Meeting – September 10, 2021.

Respectfully submitted,
 Stephen Isle
 Secretary, Arrowhead Fire Protection District

Attachment:
 Fire Chief's Report for July 9, 2021

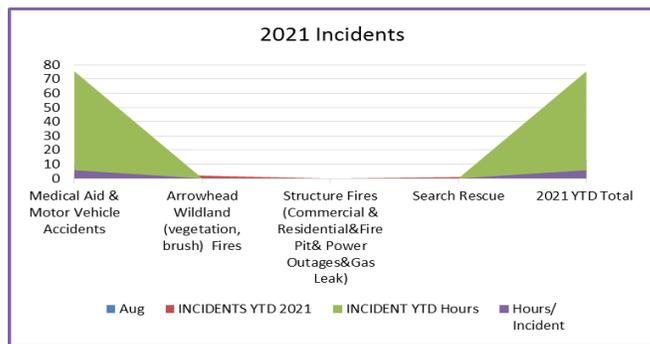
Arrowhead Fire Chief Report

Date of Report: **August 13, 2021**

Wildland Fire Level Status: **MODERATE**

Part-I Emergency Incidents

	Aug	INCIDENTS YTD 2021	INCIDENT YTD Hours	Hours/ Incident
Medical Aid & Motor Vehicle Accidents	3	10	75.50	6
Arrowhead Wildland (vegetation, brush) Fires	0	2		
Structure Fires (Commercial & Residential & Fire Pit & Power Outages & Gas Leak)	0	0		
Search Rescue	0	1		
2021 YTD Total		13	75.50	5.81



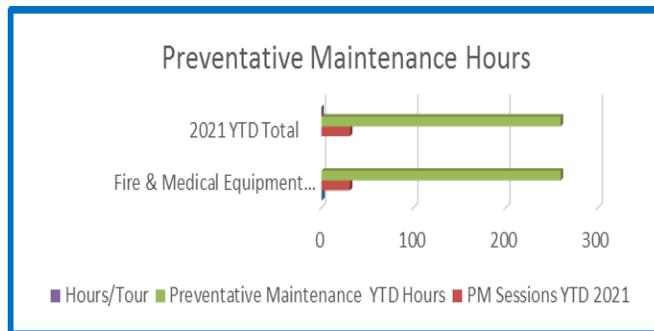
Part-II Department Training

2021 Training			
Groups	Resources	YTD Training Hours	YTD Training Sessions
Patrol	4	24.00	5
Awhd Dispatch	6	51.25	9
First Responder	12	311.65	10
Firefighters	14	174.25	16
AVFD Combined	36	561.15	40



Part-III Preventative Maintenance

Description	PM Sessions YTD 2021	Preventative Maintenance YTD Hours	Hours/Tour
Fire & Medical Equipment Preventative Maintenance	31	259.65	
2021 YTD Total	31	259.65	0.00



Part-IV Incident Overview – 2021 (YTD)

- YTD Medical – 10
- YTD Fire/Search-Rescue – 3
- YTD Commercial Power Loss - 0

Part-V Training overview – August/2021

- Medical – Tuesday 8/10 Pit Crew CPR
- Firefighting – Tuesday 8/17 Structure ventilation
- Dispatch – none planned at this time

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 – West Roof screws replaced. A small number mid-roof requires replacement at this time.

Part-VIII Fire Apparatus, Tools & Equipment:

1. Tools – operational
2. Firefighting structure gear: - operational
3. Hoses: fully operational
4. Mobile Response Unit (MRU) – operational (staged in FH for summer)
5. Fire Trucks:
 - a. Red Type 3 – operational
 - b. White Fire Truck – operational
 - c. Blue Brush Truck – operational
 - d. Blue EMS – operational
6. Snow Cat:
 - a. Operational (used for patient transport if needed), stage at AIA equipment building
7. Polaris-Ranger – leaving Arrowhead 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. Additional Motorola radio batteries needed as spares. Planned order before end of August
2. Gunnison/Hinsdale Combined Telephone Service (Gunnison 911/Dispatch) rate increased discussed as part of new business.
3. NNTC transition to DLC network devices, impact to Fire Bar

Part-XI Medical:

1. COVID-19 Updates Gunnison County elevated to Green status

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. 2021 YTD AVFD Fuel usage report submitted to AI
2. Hwy-50 Update
 - a. Daily updates sent to AVFD team along with emergency notifications, for medical incident response plan, ground, or flight.
3. Address sign installation, update
 - 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 - 12
 2. New pole at inside property driveway – 3