

Berthoud Fire Protection District Board of Directors Meeting Minutes

Date: Tuesday, April 20, 2021
Location: 248 Welch Ave., Berthoud, CO 80513
Time: 6:00 p.m.
Meeting Organizer: Jill Wilson (970) 532 – 2264

Agenda Items

Call to Order / Roll Call

Board President, Dan Hershman, called the meeting to order at 6:00 p.m. Directors present were President Dan Hershman, Vice-President Michael Cook, Secretary Gary Maggi, Director Eric Ryplewski and Director Dave Shipley.

Others in Attendance: Operations Chief Robert Stumpf, Battalion Chief Andrew Kuiken, and Chief of Staff Jill Wilson.

Pledge of Allegiance

Review of the Agenda

Jill Wilson noted that signatures were needed on two documents: Training Location Agreement and Peer Support Team MOU. Chief Kuiken explained that the training location agreement was for a location at 720 S Berthoud Parkway. The District would be using it for company training. President Dan Hershman remarked that Board action would not be required; however, he would make sure the documents were signed.

Public Comment

None

Consent Calendar

Approval of the March 2021 Financials
Approval of the March 12, 2021 meeting minutes

Motion by Director Dave Shipley to approve the consent calendar, seconded by Vice-President Mike Cook.

Personnel

None

Board of Director Action

Command Staff Communications

Operations Chief Stumpf

Covid Outbreak:

- cases
- measures
- status

Chief Stumpf noted that in March the District had eleven cases of Covid among operation staff. Currently all operations staff was back; however, two administrative staff members were out with Covid but expected to return this week. During the outbreak, staff went back to contactless shift changes, separate sleeping quarters, wearing masks at all times, and limiting activity between the crews and the public.

Significant incidents: 1st St. MVA & Carter Lake

Chief Stumpf provide an overview of two significant incidents that the District responded to in April.

ISO Audit

Chief Stumpf noted that the ISO audit was set for sometime this fall.

Hydrant testing all month

Chief Stumpf stated that the crews had been doing hydrant testing and would be done by the end of April. The findings would be furnished to the Town of Berthoud and Little Thompson Water District.

Donation of surplus SCBA

Chief Stumpf stated that surplus SCBA's had been donated to Hygiene and Four Mile Fire Departments.

Jill Wilson, Chief of Staff

Lateral Firefighter/ TFT Positions

Ms. Wilson noted that the new firefighter started on April 5th. She also mentioned that three of the District reserves had been moved to temporary full-time employees to help with staffing during the Covid outbreak. The TFT positions would last through the end of April.

Employee Survey Update

Mr. Wilson stated that the employee survey was completed at the end of March with a 93% response rating. Staff will have a meeting with CPS HR at the beginning May to go over the results.

Deb Graves, Finance Director

Audit Update

Ms. Wilson noted that Deb Graves had been working with the auditors. Everything was going well with only a few minor adjustments.

Battalion Chiefs

None

May Soricelli, Public Information/Public Relations Officer

Monthly Media Report

Ms. Wilson noted that Ms. Soricelli had emailed the media report link to the Board members.

Wildfire Preparedness Day

Ms. Wilson explained that the District would be participating in Wildfire Preparedness Day by sending out a postcard mailer with tips and information for homeowners. A new wildfire safety page was being added to the website, and daily social media posts would also be completed.

Chief Stumpf noted that the flyer would be mailed to properties within the Wildfire Urban Interface area within the District's boundaries.

Communication from Board of Directors / Open Discussion

 None



Adjournment

Board President, Dan Hershman, called for a motion to adjourn at 6:20 p.m. Vice-President Mike Cook made the motion and Secretary Gary Maggi seconded the motion. The motion carried.

 Priority

 Important

 Follow Up

Signature Page

X 

Dan Hershman
President

X 

Mike Cook
Vice-President

X 

Gary Maqqi
Secretary

X 

Eric Ryplewski
Director

X 

Dave Shipley
Director