

**INTER-CANYON FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS MEETING  
MINUTES OF MEETING  
ICFPD Station 3  
8445 S Highway 285, Morrison, CO 80465  
March 08, 2023**

**1. Call to Order**

The ICFPD Board meeting was called to order by Board President, Mike Swenson at 6:00 pm. Welcome message to the guests present. The ICFPD Mission Statement was read.

**2. Public Input Session I (3 min. max. and 5 speakers max. see sign in sheet prior to meeting)**  
No signups to speak.

**3. Changes to Agenda -**

a. none

**4. Attendance/Approval of Absences**

**Board Members Present:**

Mike Swenson, President  
Bob Scott, Secretary  
Ginny Riley, Treasurer  
Jackie White, Director  
Natalie Arnett, Director

**Excused Absence – n/a**

**5. Guests Present**

Gayla Logan - ICFPD Vees  
Anne & Joe Westerberg  
Linda & Richard Marrs  
Kevin Niederm (sp?)  
Kimberly Royndess  
Jo Green  
Roger Green, resident  
Alan & Peggy Dunn, residents  
Sharon Trilk, mmt & ecfpd

**6. Approval of Minutes**

**a. February 08, 2023 Board Meeting**

**MOTION:** A motion by Natalie Arnett, with a second by Jackie White, to approve the minutes from the February 08, 2023 board meeting. All in favor, none opposed, the motion is approved.

## 7. Financial Report – Treasurer, Ginny Riley

**Cash:** There were no significant variations or transactions impacting the balance sheet in the month of February.

### **P&L by Month:**

On the profit and loss monthly report, there were no unusual variances or transactions to note in revenues. Payroll and benefits include 2 months Elk Creek shared expenses in February, which comprise the entire fluctuation in that line item.

### **Budget to Actual:**

As mentioned in the February board meeting, the budget was allocated evenly each month for each line item. In February, the quarterly workers comp and professional liability insurance was paid in the amount of \$12,706. This accounts for the large variance from budget in the 400-000 Administrative expense. Salaries & Benefits (S&B) budget was calculated as total annual S&B spread over 12 months equally. Due to the nature of hiring and the billing structure from Elk Creek, some months' actual expense will vary significantly from the budget due to these timing issues. This will be true over the course of the year. Again, as noted in January, we expect that over the course of 2023 actual will approximate budget but significant monthly variances will persist.

### **Cash Reconciliation:**

The monthly cash reconciliation was reviewed by Ginny Riley. There were no unusual items to report.

**MOTION:** A motion by Bob Scott, with a second by Jackie White, to approve the December and January financial reports as presented. All in favor, none opposed, the motion is approved.

## 8. Officers Reports

### a. Chief Shirlaw

#### Tower and Communications System –

New communications site is progressing but is on hold for accessibility to finish due to weather and the location being steep. Waiting on a weather window for installation on the tower. Currently in negotiations on leasing, more information should be available next meeting.

New volunteer members are doing well and getting integrated. 1 new paramedic, 1 new person in academy, and two others 2 on-boarding currently, with a potential 3<sup>rd</sup> after screening is completed.

#### Recruitment and Retention – committee members Natalie Arnett & Jackie White.

Still meeting for reports, review and gathering information. They will hopefully have more information at the next meeting.

Aging infrastructure – buildings, fleet, etc. -

No movement - This topic will have more to come once we know what is happening with consolidation.

Consolidation Report –

New consolidation website is live: [www.mountainfireresources.com](http://www.mountainfireresources.com), please visit.

Website was created to answer questions on consolidation. Currently working on an IGA for the combined boards for consolidation. Station open house dates throughout the districts are coming. Additionally, look for mailers, community meetings, and the website for information. The board committee meetings and the Chiefs' meetings are ongoing. Chief Shirlaw went over the highlights and points on the website and went over the slide deck being presented at community meetings.

**b. Wildland Capt. Mandl**

Wildland Fire and Mitigation Response –

Updates – Community Ambassador program is still needing leadership for 14 units that are not represented. Happy to report that the program added 2 more leaders this last month. Al Leo and Liz Fedyna have stepped up to head the organization of the ambassadors as a group.

Chipping program opened and sold out between 9 – 12 pm on the 20<sup>th</sup>, incredibly great response and continuing to increase from previous years. Ben Moses is compiling data and organizing a report.

Home assessments have been reduced due to weather. That will be gearing up here in another month once the snow begins to break.

A burn training program has been initiated. Kelley McConnaughey is heading this program.

Wildfire prepared assessments have been reviewed. Stats given. Positive results for residents participating. There are hurdles reported being mostly biomass, time and money.

**9. Unfinished Business – none**

**10. New Business –**

- a. No election for Board of Directors in 2023 – there are two seats which are ending terms this year. The District received two self-nominations, from the existing board members, which will automatically fill the positions. No other nominations were received.

**11. Executive session – not needed**

**12. Public Input Session II (3 min each)**

- a. none

**13. Adjournment**

There being no further business before the Board, the meeting was adjourned at 6:45 pm by Mike Swenson.

Minutes recorded by Toni Lucero, District Administrator

Submitted by:



Bob Scott  
Secretary,  
ICFPD Board of Directors

Attested by:



~~Mike Swenson~~ GINNY RILEY  
President, ~~TREASURER~~  
ICFPD Board of Directors