



**Oak Creek Fire Protection District December 13 2022 6:30 p.m.
131 E. Main St, Oak Creek**

AGENDA

Notice is hereby given that a **Special Meeting** of the District Board, of the Oak Creek Fire Protection District, Routt County, Colorado, will be held on Tuesday, December 13, 2022.

Agenda is subject to change up to 24 hours before scheduled hearings

This special board meeting will be held in person. If any member of the public wishes to join this via zoom meeting please contact the Fire Chief via email (chief@oakcreekfire.org) or via telephone at 970-736-8104

Call to Order:

Roll Call

	Start 6:36PM	Present	Regret
1	David Wolfson (President)	X	
2	Nick Kuchulis (Vice President)	X	
3	Tim VanderGraaf (Treasurer)	X	
4	Mike Kellener (Member)		X
5	Mike Roach (Member)	X	

Approval of Minutes:

- **Review and consideration for approval from last meeting.**

Tabled	For	Against
No minutes were available for approval from previous two session meeting	0	0

Financial Review

- **Review of the current financials.**

There was discussion regarding the receivables, State Fire billing is approximately \$340,000 and Mitigation work is around \$34,000, and the expected cash flow until March when the distributions begin again from the county property tax. Karrie relayed that money would be very tight and spending should be kept to just essentials for the next 3 months.	For	Against
Current financials were approved.	4	0

FAMLI LEAVE ACT

- **FAMLI LEAVE ACT Resolution.**

Karrie presented the FAMLI Leave Act details and the Board and the Employees present discussed the pros and cons to them and the District.	For	Against
The Board approved the resolution to Decline Participation in the Program but encouraged the employees to reach out to the State if they would like to participate on their own. The website was provided to them. Resolution		

will be filed with the State. The opt out is good for 8 years and then will need to be visited again.		
Resolution to Decline Participation in the FAMLI LEAVE ACT	4	0

Policy Review/Update

- **Policy 100 & 200 Review**

Chief Glauthier and the Board discussed the policies from section 100 & 200. The Board had a few questions regarding the procedures and some of the details regarding a few of the policies. The Chief was able to answer those questions and the presented policies were approved as written.	For	Against
The motion to approve the Policies of Section 100 & 200 were approved as presented	4	0

Swearing in New Captain

- **Swearing in New Captain.**

Chief Glauthier announced that Tim Hohnbaum has been promoted to Captain of the Oak Creek Fire Protection District. This is due to the exemplary Leadership and Skill Set that Captain Hohnbaum has brought to the District in less than a year of service. Congratulations Captain!		

Old Business:

- **Update on 2023 Budget**

The updated budget was presented to the Board and discussion ensued. This budget has included increasing the shift teams to a 3-man team instead of the current level of 2. This option provides much better service to the community of the entire District, and training and daily tasks are more efficient and effective as well as team camaraderie. With the additional staff the budget will be very slim with no room for errors throughout the year. The District is conducting an Academy at this time and has found a number of possible crew members to be trained in this capacity, to include one gem that the entire District is recommending hire at this time. Board Treasurer Vander Graaf has tasked Karrie to run the numbers and see if the budget will withstand the addition of this new Firefighter now and if the 3-man teams are fiscally realistic. And also to be diligent during the year of monitoring the cashflow versus the budget so the District stays fiscally proactive instead of reactionary. It was stated that a successful Wildland Division is essential to the success of 2023 and a Wildland Coordinator was key to this success.		
A special session with need to be held to approve the Budget before 12/31/2022 per State Statue		
No action needed at this time		

- **Employee Survey**

Board President Wolfson & Member Kuchulis relayed that they had received the surveys and will compile them and will share with the rest of the Board and present a summary to Chief Glauthier		
No Action is needed at this time		

New Business

- **None at this time**

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- **Chief's Report**

<ul style="list-style-type: none"> ○ Fireworks were acquired from Steamboat Springs and a few of them were set off at the annual HollyFest from the ball fields above town- Very successful! There is enough in inventory to do this for a few years to come. ○ Job Postings- (1) Wildland Coordinator- (3) Engine Boss- (3) Fire Fighter- (14) Mitigation Crew Members. Closing date 12/31/2022 ○ Captain Hohnbaum has moved into Oak Creek and the response times have already moved in a positive mark. The District is encouraging another firefighter to acquire housing in Oak Creek also. ○ Incidents have increased this year. To date there have been 260 and anticipating 280 by year end. This compares to 185 in 2020. 		
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Community Input:

There was no community input		
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Adjournment:

	For	Against
Motion to adjourn meeting. End 9:00	4	0