



**GCWC Board Meeting Minutes  
December 15, 2016  
10am**

The December 15<sup>th</sup> GCWC Board Meeting was called to order by Board Chairman, Schelly Olson, at 10:02. Other members present were: Ryan McNertney, Vice President; Adam Gosey, Treasurer; Katlin Miller, Secretary; Clancy Phillipsborn, Member; Brad White, Mitigation Committee Chair; and Paul Mintier, Forest Consultant.

First under Old Business, Brad and Paul updated the group on the Fuels Reduction Cost-Share program. We were originally granted \$60,000 for the program. So far, we have spent \$11,553.74 and have another \$17,000 waiting reimbursement. A total of \$58,500 of the original \$60,000 has been committed to various projects. Brad said that so far (including the committed projects that have yet to be completed) the total project cost is \$195,516 (\$104,969 in material cost and \$90,546 in in-kind cost). Also, 395 acres are expected to be treated once all committed projects are complete. Brad also told the group that the deadline for grant spending has moved up from Fall 2017 to June 15, 2017. That being said, Brad noted that there is another \$40,000 of possible grant funding available from the CSFS for 2017. **Finally, under the Fuels Reduction Cost-Share Program, the group mutually agreed to put Pile Burning on the list of eligible projects for reimbursement. However, everyone agreed that it should be low-priority on the list of projects.**

Next under Old Business, Schelly presented the Financial Report as of December 15<sup>th</sup>. Total income for the year so far is \$38,103.68. Total expenses sum to \$31,161.15. Our Net Income so far is \$6,942.53. Total Grant Income for the year this far is \$33,148.64 (\$20,000 from BLM, \$2,000 from Grand Foundation, and \$11,148.64 from CSFS). Finally, Schelly reported that we have \$29,000 left in BLM grant account.

Also under Old Business, Schelly updated the group on the offer from Northern Colorado Water Conservancy District for GCWC funding. Basically, they said to just send in a request and they will fund it. **The group agreed to request \$20,000 from NCWCD.** The group also agreed to use part (if not all) of those funds to complete a fuels reduction project along the canal.

Lastly, Schelly next asked the group to please update their hours on the Google Drive sheet to reflect accurate volunteer hours for 2016.

Moving on to New Business, the group formulated an Annual Plan of Work and Budget for 2017 (see attached). One change to the 2017 Budget that specifically applies to address signs was that we will no longer provide U-Bolts with the signs. **Katlin moved to hand out the U-Bolts we currently have in stock but not order any additional U-Bolts. Ryan seconded the motion. Motion Passed.**

Also under Old Business, the group discussed possibly changing the mission of the Council to include “make Grand County a Fire Adapted Community.” No decision was made.

Moving on, the group agreed that the Agenda for the Steering Committee meeting shall include:

- Update on 2016 Successes
- 2017 APW & Budget
- Schelly as a Guest Speaker on “Creating a Fire Adapted Community”



- Mission Change
- Election of 2 vacancies (Schelly and Clancy)

Prior to the Steering Committee, the group agreed that we should reach out to the BOCC, Sheriff's Office, and OEM to poll them of the best meeting time and date. **Schelly agreed to do a Doodle Poll.**

Finally, Schelly asked everyone to please sign up on [fireadaptednetwork.org](http://fireadaptednetwork.org) as an affiliate.

Meeting adjourned at **12pm.**



**GCWC Board Meeting Minutes**  
**August 18, 2016**  
**2pm**

The August 18<sup>th</sup> GCWC Board Meeting was called to order by Board Chairman, Schelly Olson, at 2pm. Other members present were: Ryan McNertney, Vice President; Adam Gosey, Treasurer; Katlin Miller, Secretary; Clancy Phillipsborn, Member; Brad White, Mitigation Committee Chair; and Paul Mintier, Forest Consultant.

First under Old Business, Schelly asked for a volunteer to compile the Chipping Program results. **Brad agreed to have one of the residents compile the results.** Brad also said he could work the Kremmling Chipping Day from 7am-noon. Adam agreed to work from noon-5pm.

Next under Old Business, Schelly reported that the Kremmling Roadside Fire Signs are on hold because Max Baseman (the project's spearhead) has moved away.

The group next discussed the consulting firm that had wanted to meet with us regarding RealFire. Because RealFire has been placed on the back burner for now due to the Chipping Program and the Fuels Reduction Program, **the group agreed to postpone a 30 minute phone conference with the consulting lady until later this fall.**

Schelly then informed the group that we received confirmation of our grant award for \$2000 from the Grand Foundation. These funds are to be used for general operations and marketing. We do not have the funds in our account yet, but Schelly said she has completed the Request for Funds.

Schelly also confirmed that we do have General Liability and Directors/Officers Insurance policies totaling \$1,790 in premiums. The premiums are being paid in installments.

Finally under Old Business, Brad presented details regarding the \$60,000 CSFS grant we received to do mitigation work. The grant is a 50:50 cost-share, up to \$400/ac. Brad further clarified that the final numbers submitted to the CSFS must equate to \$400/ac; however, individual projects can be more or less than \$400/ac, as long as they all average out to \$400/ac in the end. Schelly also presented a draft project application form, and draft FAQs. The board was asked to take these documents home, review them, and provide comments back to Schelly and Brad. Lastly, Brad introduced Paul Mintier to the group. Paul is a forestry consultant in Grand Lake. He has worked closely with both Brad and Schelly before on other projects. Brad asked the board to consider him as a possible contractor to oversee this grant program. We are all overstretched, and this program really needs a person that can commit adequate time to it. None of the board members have that time. The rest of the board agreed with Brad and felt that Paul would be a good candidate. Prior to officially granting Paul the contract, Clancy felt we should develop a Procurement Policy to guide the way we award contracts. **Katlin moved to establish the follow Procurement Policy. Clancy seconded. Motion Passed.**

**For purchases under \$10,000:**

*Formal documentation of vendor selection is not required. GCWC will conduct an informal cost/price analysis and select the vendor offering the best mix of quality, service and price for the specified need. Reasonable efforts shall be made to ensure fair and competitive pricing.*



**For purchases over \$10,000:**

*For purchases over \$10,000, proposals will be solicited through newspaper advertisement; additionally, a Request for Proposal (RFP) may be prepared and mailed to qualified vendors. The newspaper advertisement will be published at least seven (7) days and not more than twenty-one (21) days before the date for receipt of the proposals. The RFP will describe services needed and identify the factors to be considered in the evaluation of proposals and the relative weights assigned to each selection factor. The RFP will also state where further details regarding the RFP may be obtained.*

**With the approval of the approval Procurement Policy, the Board collectively agreed to award Paul Mintier the contract to be the “Program Administrator” for the 2016-2017 Fuel Reduction Cost-Share Program.**

Moving on to New Business, **Clancy agreed to work on a grant application for the Town of Winter Park as well as one for the Fraser Valley Lions Club.** The group decided not to apply for this year’s Colorado DNR grant due to time constraints.

Next up, Schelly asked the board for their input on the Homestead Hills HOA Fire Suppression Pond Project. The Project Submission Form asks for \$6,000 from GCWC to proceed with the pond construction. After much discussion, **Ryan moved to approve \$6,000 of funding to the Homestead Hills HOA for their Fire Suppression Pond project, pending verification of water rights for such pond from the local water commissioner. Adam seconded. Motion Passed.**

Schelly next announced to the board that Ten Mile Creek has officially received its *Fire Wise Community* designation.

Moving on to the Community Assessment Tool, Brad announced that Paul Mintier had successfully completed one HOA assessment. He and Brad worked with the County GIS guy to create an app that can store the collected data and be subsequently uploaded to the county GIS database. Brad pulled up a map of the HOA on the county’s website to show what the Community Assessment Tool can do for us. It is meant to be used for emergency situations when a fire is approaching and a quick triage assessment would be required. It is NOT meant to be a Home Ignition Zone Assessment. Overall, the board thought it was very cool and useful. Nevertheless, concerns that arose included: legal possession by the county, public access due to open records requirements, and trespassing concerns. **Brad agreed to look into these questions.**

Finally, Adam asked the group to consider adding a “Fire Restriction” Sign for East Grand Fire District to the GCWC budget in order to reduce the confusion between fire bans and fire restrictions. Currently, EGFD only has a “Fire Ban” sign. As a result, they have had their “Fire Ban” sign up for the last several weeks even though only fire restrictions are in effect. **The board understood the concern but took no action at the present moment.**

Meeting adjourned at 4:10pm.



## **GCWC Board Meeting Minutes July 12, 2016**

The July 12<sup>th</sup> GCWC Meeting was called to order by Board Secretary, Katlin Miller, at 10am. Other members present were: Ryan McNertney, Vice President; Adam Gosey, Treasurer; and Brad White, Mitigation Committee Chairman.

First under Old Business, Katlin presented the statistics from the Grand Lake Chipping Day. We had 31 people drop off slash, 27 from the Grand Lake area and 4 from the Granby area. In total, we had 38 truckloads and 22 trailer loads dropped off that day. The combined total of acres served was approximately 85 acres. Finally, we received \$250.27 in donations. Brad calculated the cost per acre to be approximately \$14, well under the CSFS standard of \$400/acre. Brad also suggested that next we should we ask people how many hours they've spent doing fire mitigation so that we can use that as in-kind match. Katlin agreed to help for a few hours at the Red Dirt Hill site, and Brad agreed to get a resident to help as well. Everyone agreed that we should allow people to take chips from the chipping sites as long as they pick up the chips on the day of, prior to 5pm.

Next under Old Business, Brad reported that the Kremmling Roadside Fire Signs are on hold until someone agrees to maintain them in perpetuity.

The group next discussed the consulting firm that had wanted to meet with us regarding RealFire. The overall consensus was that we weren't really sure what we were getting for our \$800 expense. Furthermore, some of us were confused because we thought that the Vail Realtors were handing us a completed guide that only needed to be tweaked for Grand County. If that were the case, we weren't sure why we needed consultation. Because Schelly wasn't there to clarify some of our concerns, we decided to table the meeting with the consultant until after we speak with Schelly about it.

Also under Old Business, Katlin informed the group that we received \$2000 of the original \$10,000 requested from the Grand Foundation. These funds are to be used for Marketing Support for the Wildfire Education Program.

Katlin also made sure everyone had received the email from Schelly regarding the General Liability and Directors/Officers Insurance policies totaling \$1,790 in premiums.

Finally, Katlin reminded everyone to think about and submit Fully Involved Articles to Schelly for the Sky-Hi News.

Under New Business, Brad explained that Ron Cousineau, District Forester for the CSFS Granby Office, came to him recently about some grant money that was available through the CSFS for mitigation work. Brad and Schelly worked together to fill out the grant application, and as a result, we received verbal confirmation that we have been approved for approximately \$60,000. We haven't received all the details of the grant just yet, but we are hoping to get some projects done this summer and fall. The deadline for grant expenditure is September of 2017.



Moving on, Ryan and Katlin told the Board about a new grant opportunity through the Colorado DNR for fire mitigation. The grant deadline is August 8<sup>th</sup>. Brad suggested that we apply for funds to do fuels reduction via prescribed burns. Brad agreed to read the grant more thoroughly and contact them to see if prescribed burning would be eligible for funding.

Next up, the board discussed developing a "Project Request Form" for all projects that are proposed to the Grand County Wildfire Council. This form will help the board prioritize funding and minimize conflict of interest and/or favoritism. Katlin agreed to draft up a form and present it at the Council meeting on July 21<sup>st</sup>.

Finally, the group agreed on following agenda for the next week's Council Meeting.

Meeting adjourned at 11am.

**GCWC Quarterly Council Meeting  
Thursday, July 21, 2016 @ 2pm  
Grand Fire Protection District #1**

**Call to Order**

**Approval of Minutes**

**Treasurer's Report**

**Mitigation Committee Report**

Chipping Program  
CSFS Grant

**Education Committee Report**

Grand Foundation Grant

**Old Business**

Homework Assignments

**New Business**

Realtor's Meeting  
Project Request Form

**Adjourn**