

**Minutes of the Regular Meeting of the Board of Directors of the
Sunshine Fire Protection District**

March 10, 2020

Call to Order

The meeting was held at Fire Station #1, 311 CR 83, Boulder, CO 80302.

The meeting was called to order at 7:33 PM and quorum was established.

Attendance

Board Members Present: Alan Kirton, Gene Fischer, Sam Mishkin, Jean Gatzka

Board Members Absent: Jim Peacock

Others Present: Chief Michael Schmitt, Deputy Chief Henry Ballard, Dick Smith, Michael Johnson, Eric Bader

Approval of Minutes

- Minutes from the February Board meeting were reviewed.

MOTION: To approve Board Minutes as amended. Motion was seconded and carried unanimously.

Treasurer's Report

- Treasurer's report was reviewed. Corrections around contributions to the cistern fund, CWPP funds, and grant income were discussed.
- Audit exemption e-mail to board members is expected this week.

MOTION: To approve Treasurer's Report with suggested corrections. Motion was seconded and carried unanimously.

Fire Chief's Report

- Chief's report was reviewed. Covid-19/Coronavirus. Sunshine established its own protocols and guidelines for responses, in cooperation with other districts. SFPD continues to monitor the situation and adjust as necessary based on input from CDC and local health authorities as well as Boulder County medical director.

Other Business

- The board discussed purchase of new apparatus to replace 4502. Work on the RFP is progressing and we are close to deciding companies to receive the rfp. A. Kirton and M. Schmitt will coordinate.
- The board discussed and made a determination regarding the Petition for Exclusion of 1195 Arroyo Chico. The board passed Resolution 2020-002 granting the Petition for Exclusion. The board also passed the Certified Order excluding 1195 Arroyo Chico. The board discussed and made a determination regarding the Petition for Exclusion of 639 Arroyo Chico. The board passed Resolution 2020-003 granting the Petition for Exclusion. The board also passed the Certified Order excluding 639 Arroyo Chico. J. Richey submitted a petition

for exclusion to the FMFPD for 5405 SCD. Fourmile is expected to act on that this month. A. Kirton will ask Jeff Richey to submit a petition for inclusion to SFPD.

- There were five candidates for the three open board positions in the upcoming election. Two of the candidates decided to withdraw their self-nomination forms rather than go through the election process. The three remaining candidates are Cathy Shoenfeld, Dan Fischer, and Dick Smith. We can therefore cancel the election that was scheduled for May 5, 2020. A. Kirton submitted the required publication.

MOTION to pass the Board Resolution to cancel the election was made and seconded. It passed unanimously.

- CWPP Meeting was held on Feb. 25. The list of priority projects was discussed. (see attached)

MOTION to approve the CWPP project plan was made, seconded, and carried unanimously.

Adjourned at 8:22 PM

Attest:



Jean Gatz, Board Secretary



Sunshine Fire Protection District
311 County Rd 83
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Chief Report, Board Meeting 03/10/2020

1. **Covid-19/Coronavirus.** Sunshine established its own protocols and guidelines for responses, in cooperation with other districts. SFPD continues to monitor the situation and adjust as necessary based on input from CDC and local health authorities as well as our own medical director.

Calls

<u>Incident</u>	<u>Units</u>	<u>Problem</u>	<u>Response Date</u>
BCFD200212-001504	4652, 4668, 5404, A14, GH3	EMSR-Medical Call	2/12/2020 10:47
BCFD200212-001507	4668	FIASSR-Fire Assist	2/12/2020 10:51
BCFD200213-001547		FICONR-Controlled Burn	2/13/2020 11:34
BCFD200213-001550	4652, A8, AMRC, FM2, SS3	EMSR-Medical Call	2/13/2020 12:52
BCFD200214-001598	2301, 4532, 4563, 4566, A25, AMRD, BR3, SS1	EMSR-Medical Call	2/14/2020 20:50
BCFD200216-001660	4652, 4661, A1, A5, A8, AMRC, FM1, SS2	EMSR-Medical Call	2/16/2020 10:49

<u>BCFD200217-001683</u>	4566, BR3, FM2, GH2, SS3	FIALRSR-Residential Fire Alarm	2/17/2020 8:36
<u>BCFD200222-001880</u>		FICONR-Controlled Burn	2/22/2020 18:39
<u>BCFD200226-001988</u>	2301, 2360, 4566, A28, AMRD, BM1, BR1, SS1	UNACCR-Unknown Injury Accident	2/26/2020 19:39
<u>BCFD200227-001997</u>	4661, A6, AMRC	EMSR-Medical Call	2/27/2020 6:03
<u>BCFD200229-002070</u>	3124, 3161, 4162, 5322, 5363, 5461, A4, A6, AMRB, BES1, EMSV3, GH1, IP2, LH4	REWATR-Water Rescue	2/29/2020 11:22
<u>BCFD200305-002229</u>	FM1	FIASSR-Fire Assist	3/5/2020 11:43
<u>BCFD200308-002373</u>		FICONR-Controlled Burn	3/8/2020 12:17
<u>BCFD200310-002446</u>	4532, 4563, 4566, 4602, 4661, FM2, SS1	FIODIR-Odor Inv Inside	3/10/2020 7:50



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EMS COVID-19 RESPONSE GUIDELINES

March 10, 2020

This document is designed to provide Emergency Medical Services (EMS) practitioners with guidance regarding the outbreak of 2019 Novel Coronavirus (COVID-19) that began in Wuhan City, Hubei Province, China in December 2019. This guidance serves as a reference to SFPD responders for general considerations and the protection of responders and has been written in unison with the Four Mile Fire Protection District. For a more comprehensive list of EMS and PSAP recommendations, consult the February 10, 2020 interim guidance document at the following link:

<https://drive.google.com/drive/folders/1k6ut0mw4rlGf3xr3f433xolmDwtkeqww>

For updates and additional information regarding this COVID-19 outbreak, please visit the following web pages:

CDPHE: <https://www.colorado.gov/pacific/cdphe/2019-novel-coronavirus>

CDC: <https://www.cdc.gov/coronavirus/2019-ncov/index.html>

Note that this information is changing rapidly and you should go back to recheck these resources regularly.

Pre-Hospital Response for EMS / Fire:

- Full universal precautions should be adhered to when treating individuals that are complaining of Cold / Flu like symptoms including coughing, sneezing, difficulty breathing, chest pain or discomfort, aches and pains, nausea, fever or any other symptoms that can be attributed to a respiratory illness. This includes any medical call where the patient may not have any complaints but other parties nearby or in the residence appear to be unwell.
- **These precautions should include gloves, gown, face mask (N-95 recommended), and goggles (not just eyeglasses) that provide a seal around the skin.**
- These measures should be donned before entering any structure that is suspected of housing an infected patient. In addition to precautions worn by responders, a face mask should be provided to the patient in order to limit contaminants from spreading. Both 4532 and 4501 are equipped with face masks .
- EMS providers should not be in the same structure as a patient without donning the required PPE first. Being in a hallway adjacent to the patients location is insufficient. Don your PPE outside before you enter the structure.
- If the Patient can follow commands, the face mask may be thrown to the patient to don themselves and a liquid disinfectant may be handed to the patient to clean hands.
- It is also recommended that a minimum number of responders make patient contact, if at all. If AMR is on scene or arrival is imminent, incident command can evaluate and determine whether entry is necessary (based on patient urgency, other responders, AMR, scene, etc.). Even if AMR is on scene evaluate the necessity of each responder entering the structure or approaching the patient.

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- If SFPD is first on scene PPE needs to be worn and one responder enters the home at a time, unless otherwise required.
- Resources should stage before entering a structure that houses a possibly infected individual until a treatment plan is defined unless an immediate life threat is suspected.
- Boulder County Dispatch will immediately begin screening all 911 calls for possible COVID-19 exposure. Dispatch will then air any positive screening results over County Dispatch channel so that responders may be prepared for patients that may have been exposed.

We will continue monitoring the outbreak and its severity. Should the situation worsen, we will update these guidelines and include responding to any medical call with protective gear even when patients or victims are asymptomatic, also due to the long incubation time of COVID-19, in addition to setting up a decontamination station. Keep in mind that effective disinfectants have been added to 4532 and 4501 as well.

Should you have any questions please contact me at 303-246-4519/chief@sunshine-fpd.org.

Regards,

Michael Schmitt
Chief
Sunshine Fire Protection District

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**Sunshine Fire Protection District – CWPP Planning Meeting
February 25, 2020**

Summary of the 2020 Carryover and Currently Defined New Projects

2020 Carryover and Newly Defined Projects		Point Person(s)	2020 Est. Project Cost
1.0	Fuels Mitigation - Community Chipping Events	Abby Silver	\$10,000
2.0	Pressurized (Gravity Fed) Wet Hydrant on County Rd. 83	Alan Kirton Eric Bader	\$28,000
3.0	Fire Cistern on Whispering Pines	Alan Kirton Eric Bader (on hold)	\$0
4.0	Wet Hydrant at Station 1	Henry Ballard Eric Bader	\$300
5.0	Cistern at 875 CR 83	Michael Schmitt	\$300
6.0	Sign Maintenance Project	Henry Ballard Abby Silver	\$0
7.0	Mine Lane Egress Road Maintenance	Eric Bader	\$500
8.0	Hazard Tree Removal Along District Roads and Near Powerlines	Alan Kirton Abby Silver	\$1,000
9.0	Hazard Tree Removal Along Emergency Egress Routes	Eric Bader	\$0
10.0	Financial Incentives to District Residents to Participate in Wildfire Partners	Abby Silver Alan Kirton	\$5,000
11.0	Shaded fuel break on shared driveway at 7301 Sunshine Canyon	Alan Kirton Abby Silver	\$48,600
12.0	Fire Cistern at 1462 County Rd 83	Eric Bader Alan Kirton	\$41,000
13.0	Fire Cistern at 6500 Sunshine Canyon Dr.	On hold	\$0
14.0	Egress Route from Sunshine Saddle to Left Hand Canyon via Glendale Gulch	Abby Silver	\$0
15.0	Other Egress Routes as Defined in SFPD 2013 CWPP Document (CR 85J)	Michael Schmitt Abby Silver	\$0
16.0	Update Sunshine FPD's Community Wildfire Protection Plan	Abby Silver Alan Kirton	\$0
17.0	Mitigation Blitz- Youth Volunteers	Abby Silver	\$0
2020 Projected Cost of Currently Defined Projects			\$134,700