

Minutes
Laramie County Fire Authority
Board of Directors' Meeting
March 14, 2022

The meeting was called to order at 7:00 p.m. at 5800 N College Drive with members present as follows: President Steve Price, Vice President Kevin Brookshire, Brenda Hammock, and Cliff Smith. Also present: Fire Chief Jason Caughey via Zoom, Deputy Chief Manuel Muzquiz, Division Chief Paul Krix, Division Chief Joshua Kourajian, Division Chief Cooper McCullar, Captain Rusty Dunham, Josh Van Vlack, and Business Manager Jordyn Little.

- I. Minutes of the February meeting were read and voted on. Cliff Smith moved to approve the minutes as presented and was seconded by Brenda Hammock. The vote was unanimous.
- II. Jordyn Little presented the Treasurer's Report. Brenda Hammock made a motion to approve the attached treasurer's report and was seconded by Kevin Brookshire. The vote was unanimous.
- III. Division Reports:
 - a. Chief Jason Caughey reported on the Chief's report:
 - i. Special thanks to Support Services, Cooper, and others for a successful banquet.
 - ii. Standard Operating Guide lines work continues. LCFD2 and LCFD8 SOG will be continued and updated.
 - iii. Budget season 2022-2023 is beginning soon. Chief Caughey, Deputy Chief Muzquiz, and Jordyn Little will start the preliminary budget in April. Chiefs have been tasked with providing capital improvement requests.
 - iv. Chief Caughey has been working on updating all federal grant sites as well as getting a new Sam.gov number.
 - v. There are lots of proposed developments coming to the LCFA area. Pre-plan meetings are going up because of the number of new developments coming. There are 10,000 to 15,000 more citizens expected in the LCFA area in the coming years. More information to come.
 - vi. There is a political battle between BOPU and South Side Water for rights to new developments.
 - vii. 2017 SAFER grant is up to date.
 - viii. 2020 SAFER grant is open.
 - ix. 2021 SAFER grant for 6 paid fire fighters, recruitment and marketing, school reimbursement, and missed work reimbursement. The grant would also cover a fire prevention display.
 - x. Chief Caughey presented a visual of cogs to represent how the organization runs.
 - b. Deputy Chief Manny Muzquiz reported on the Operation's report:
 - i. Budget season is here, and hard work will begin this month.
 - ii. The Division Chief position is open until March 22 at 1700.
 - iii. DC Muzquiz applied for a number of grants including; Plains All American Pipeline for \$5000 toward 8 personal thermal imagers, SLIB grant for the

- remainder of the SCBA purchase, and COVID Commissioners Grant for \$345,909 for 5 Lifepak 15 monitors as well as 3 Lucas devices and 100 sets of dual tech gear.
- iv. LCFA also received AED donations totaling \$9500 from Suncorm Tall Grass, Samsom, Kaiser Francis, and EOG.
 - c. Division Chief Josh Kourajian reported on the resident program:
 - i. Three residents are in EMT-B class.
 - ii. Central High School will be visiting the stations for an EMR class field trip on March 24th. This will be a good recruitment opportunity.
 - iii. Residency Program is currently accepting applications. Interviews will take place in April.
 - iv. Training hours continue to be a priority. Division Chief Kourajian is putting an emphasis on driver/operator training.
 - v. LCFA members will be attending an Advanced Rope Class with Dyno Nobel later this month.
 - vi. Station duties remain plentiful and new quarterly clean out projects have been assigned.
 - vii. Leadership Journey is going well. The class is in its 10th week.
 - d. Division Chief Paul Krix reported on Training:
 - i. February training had 68 members comprised of 13 residents, 49 volunteers, and 6 paid staff.
 - ii. There were 399.25 hours of training this month.
 - iii. Mutual aid training with LCFD1 continues this month. The first Friday of the month is apartment building familiarization, and the third Friday of the month is tactical consideration for multi-unit structures.
 - iv. February Membership Training will be an Emergency Vehicle Operations Course.
 - v. There will also be a county-wide command officers weekend this month.
 - vi. Lateral Academy will begin April 4th, with 3 LCFA members and 3 LCFD1 members in attendance.
 - e. Wildland Coordinator Rusty Dunham reported on the Wildland Team:
 - i. All apparatuses are on the board nationally.
 - ii. National Preparedness level is currently a one.
 - iii. Matt Fry began his seasonal employment on March 1, 2022.
 - iv. The Wildland team is conducting Thursday evening training to polish up Engine Boss skills.
 - f. Josh Van Vlack reported on Operations:
 - i. Attendance continues to increase at training, calls, staffing, and back fills.
 - ii. A few large calls happened this month including a structure fire that was a total loss.
 - iii. LCFA has been providing a lot of mutual aid lately.
 - iv. Battalion 78 promoted Chuck Snare to Captain.
 - g. Division Chief Cooper McCullar reported on the Engineering, Community Risk Reduction Program and Support Services Division:
 - i. Post-Banquet survey will be coming in the next week.
 - ii. Thank you letters will be sent out this month as well.

- iii. LCFA committees will be focusing on the new station and new engine designs.
- iv. Bay doors came in, and will be painted and replaced shortly.
- v. There are no major vehicle repairs needed currently. Thank you to Ty Presgrove for all the mechanic work.

IV. Old Business

WyoStar Account; waiting for word from the state.

V. New Business

- a. SAFER missed work for Kevin Brueck. Motion to approve made by Brenda Hammock and seconded by Cliff Smith. Vote was unanimous.
- b. SAFER school reimbursement for Amanda Creathbaum and Kylie Kamm. Motion to approve the reimbursement made by Brenda Hammock. Seconded by Cliff Smith. Vote was unanimous.
- c. SAFER 2021 rules tabled. Motion to table made by Brenda Hammock. Seconded by Kevin Brookshire. Vote was unanimous.
- d. CD Maturity – Roll current CD into a new 6-month CD. Motion to approve made by Brenda Hammock, and seconded by Kevin Brookshire. Vote was unanimous.

VI. Adjournment

- a. Steve Price adjourned the meeting at 8:31 p.m.

Submitted by:

Angela Moffett, Secretary/Treasurer

Date

Steve Price, President

Date