

**Adams and Jefferson County Hazardous Response Authority  
Record of Proceedings  
March 28, 2017**

The Board of Directors of the Adams and Jefferson County Hazardous Response Authority held its regularly scheduled meeting on March 28, 2017 at the Tri-County Health Department first floor conference room at the Adams County Government Annex, 4201 East 72<sup>nd</sup> Ave. Commerce City, CO 80022

Board Members present were: Bill Blackburn, Deanne Kelly, Mark Schuman, Dean Wahl and representing Mike McIntosh was Ron Sigman.

Excused from the meeting were: John Simpson with voting proxy to Dean Wahl, Doug Hall, Wayne Belohlavy with voting proxy to Dean Wahl, Mark Gutke, David Ramos with voting proxy to Mark Schuman, and Mike McIntosh.

Also attending was: Glenn Grove.

The meeting was called to order by Bill Blackburn at 1:07 P.M. (1307). With assigned voting proxies, a quorum was reached.

**Change to the Agenda:**

None

**Record of Proceedings:**

Records of proceedings of the September 2016 meeting were discussed. There was a motion to accept the minutes as presented made by Mark Schuman. There was a second to the motion from Deanne Kelly. A vote was taken and the motion passes unanimously.

**Financial Report:**

The Financial reports from October, November, December 2016 and January and February 2017 were presented. After review, there was no additional discussion. A motion to accept the financial report was made by Dean Wahl. There was a second to the motion from Mark Schuman. A vote was taken and the motion passed unanimously.

## **Coordinators Report**

- Quarterly team training
  - First quarter training Feb. 6, 7 and 10
    - Arvada Fire Training Center – Presentation by CyanCo on Sodium Cyanide shipments going from near Cheyenne WY to the gold mines west of Colorado Springs CO.
  - Second quarter training April 11, 12 and 14
    - South Adams County Fire and Adams County Fire hosted training at the Veolia Environmental facility at 9131 E 96th Ave B, Henderson, CO 80640. It was a facility tour as well as a hands-on drill using an emergency shut-off on a tank truck, plugging of a tote and site safety review.
  - Third quarter training August 15, 16 and 18 TBD at North Metro
  - Fourth quarter training Nov. 7, 8 and 10 TBD at West Metro
- Regional Homeland Security Grant projects:
  - Two additional HazMat Tech classes were requested in the current grant cycle (2018) and two will be delivered in 2017. One is funded through the regional grant and one will be funded by the Division of Fire Safety and Control just as proposed.
  - A grant project was written for the 2018 DHS grant asking for replacement of expired or soon to be expired Mass Casualty Decon supplies for all five of the Decon teams under the premise that this is regional equipment and puts an undue burden on the individual HazMat teams to sustain the regional capability. The grant application was summarily denied by the regional executive board stating that regional agencies that accepted the equipment are not only expected to sustain the equipment but to sustain the capability even after the initial equipment has become unserviceable or obsolete.
    - This means that to ask for replacements of our biological detection instruments, the FTIR and the near IR instruments is out of the question. We will be looking at about \$250,000 in replacement costs over the next three years as this equipment is no longer supported by the manufacturers. Some is already obsolete.
- 2016 Audits for both Jeffco HazMat and AJCHRA will need to have the agreement letter signed. We will also be paying for the audit of the Adams County Mutual Aid Chief's Trust which is arranged through North Metro Fire.
- US Federal Center assessment paid by West Metro Fire still due to the Jeffco Hazardous Substance Authority
- Jefferson County Board of County Commissioners has moved the board member appointments to September from April. Member nominations will now take place in July and August. Jim Lancy's position is still vacant.
- Pager services have been discontinued through SPOK (formerly USA Mobility). Eight pagers have not been returned: four from Adams County Fire (North Washington Fire) Three from Westminster Fire and one from Garry Aranda. We may be charged for these but the remainder will be returned per the lease contract reducing monthly costs.

## **Board Member Reports:**

Bill Blackburn: No report

Deanne Kelly: Reported that the Adams County chemical round-up and electronic recycling program dates will be May 6, 2017 at Highland Hills and September 16, 2017 at the City of Thornton maintenance facility.

Mike McIntosh:

Ron Sigman had no report

John Simpson: Absent

Doug Hall: Absent

Bob Hose:

Wayne Belohlavy: Absent

Jim Lancy: Position Vacant

Mark Schuman: Reported that Adams County Fire is hosting a Highway Specialist Class in June

Mark Gutke: Absent

David Ramos: Absent

Dean Wahl: Reported that West Metro Fire was hosting an exercise with the Colorado 8<sup>th</sup> Civil Support Team (CST) in order for the unit to be recertified under Federal guidelines. The team is invited to attend if they would like.

**Other Reports - None**

**Old Business -** The Town of Mountain View has paid their delinquent assessment to Jeffco for 2016 and was one of the first to pay for 2017.

**New Business**

- There was some discussion of the upcoming proposal of the 2018 Authority budget. At some point, there will need to be some discussion on how to build the capital reserve fund necessary to replace the instruments and equipment that was purchased through the Homeland Security grants. These grants will not be available for the replacement of over \$250,000 worth of chemical identification equipment that is used by the team. It has been suggested that there needs to be a review of the team's overall budget within the IGA to determine how best to approach the member agencies in order to fund these expenses in the future.
- Deanne Kelly announced that Tom Butts has retired for the Tri-County Health Department but did not have specific details on any plans for a retirement celebration.
- The North Area Chief's training consortium has requested that a presentation be provided to them by all of the specialized teams that are represented by their agencies. Glenn will provide a presentation to last about an hour on the HazMat capabilities of the Authority.

**Executive Session** – None scheduled

There being no additional business, a motion to adjourn was made by Mark Schuman. There was a second from Deanne Kelly. A vote was taken and the motion passed unanimously at 1415 hours.

Next meeting date, Tuesday, June 27, 2017 from 1300 to 1500. Location to be determined

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Mark Gutke  
Secretary/Treasurer