

Adams and Jefferson County Hazardous Response Authority
Record of Proceedings
October 25, 2022

The Board of Directors of the Adams and Jefferson County Hazardous Response Authority held its regularly scheduled meeting on October 25, 2022 at the West Metro Fire Headquarters building, 433 South Allison Parkway, Lakewood, CO 80226

The meeting was called to order by Jesse Miller at 1:09 P.M. (1309)

Board Members present were: Jesse Miller, Karl Smalley, Bob Hose - via Zoom, Brian Hlavacek – via Zoom, Steve Kelley, Clint Fey, Jamie Denison – via Zoom, Brian Sperry as proxy representative for Jess Daniel and Ben Barefoot.

Excused from the meeting was: Jess Daniel, John Simpson and Dave Ramos

Also attending were: Glenn Grove, Karie Slade, Perry Otero,

Perry Otero was added to the agenda to report on the strategic working group

Minutes of the July 26, 2022 minutes were discussed.

A motion to approve the minutes was made by Clint Fey. There was a second to the motion made by Karl Smalley. A vote was taken and the motion passed unanimously.

Financial reports for July, August, and September 2022 were distributed to board members and also available on the website.

There was a short discussion on the year-to-date financial status as well as projected carry-over funds into 2023.

A motion to approve the financials was made by Steve Kelley. There was a second to the motion made by Ben Barefoot. A vote was taken and the motion passed unanimously.

Coordinators Report: Glenn reported on the success of the LEPC Conference in Breckenridge that was attended by 8 representatives from the Adams County LEPC and 3 from the Jeffco LEPC.

There was a discussion on the 2021 audit that is still being done although it was scheduled to be completed in September. Both Karl Smalley and Jesse Miller expressed concern that the audit should be completed in a timelier manner and suggested that perhaps a new audit company should be considered.

Team Strategic Working Group (SWG) meetings was discussed with an update on the working groups being presented by Perry Otero. These topics included establishing 2023 team training dates, training topics and available local training opportunities becoming available in 2023, equipment proposals and FOG development and updating.

Adams-Jeffco HazMat Team Training: 4th Quarter – October 10, 11 and 13, 2022. Training topic was “The First Hour” which comprised of HazMat incident identification, newly developed call-out procedure, in route and arrival, on scene coordination and ICS requirements for the HazMat Branch

2022 Board of Director’s Meeting Dates (Held on the fourth Tuesday of the **first month** of each quarter)

- 1st Quarter – Tuesday, January 25, 2022 1300-1500
- 2nd Quarter – Tuesday, April 26, 2022 1300-1500
- 3rd Quarter – Tuesday, July 26, 2022 1300-1500
- 4th Quarter – Tuesday, October, 25, 2022 1300-1500

Vehicle Status: HazMat-6 was removed from Brighton Fire in preparation of being taken out of service permanently. HazMat-8, the Dodge pick-up, was discussed with interest in making it available to Adams County to be used as a prime mover (tow vehicle) and West Metro Fire to be used as a snow plow truck. No decisions have yet been made as to how or when it will be removed from the team’s fleet.

Board Member Reports:

Jesse Miller: No Report

Karl Smalley: No Report

David Ramos: Absent

Bob Hose: No Report

Brian Hlavacek: Reported that upon the dissolution of Tri-County Health Department, he will be moving to the newly created Adams County Health Department and anticipated his continued participation on the Authority board.

Steve Kelley: Asked about the HazMat Summit

Jess Daniel: No report from Brian Sperry as his representative

Clint Fey: Discussed a planned exercise with the National Renewable Energy Labs (NREL) with West Metro Fire to take place in 2023.

Jamie Denison: Reported that Arvada Fire recently worked with CSP Trooper John Huck as the DERA on Interstate 70 and reminded the group that CSP needs to be notified of all HazMat related crashes on the highways regardless of jurisdiction for statistical reasons.

John Simpson: Absent with no report

Ben Barefoot: No Report

Other Reports: The Jefferson County BCC reappointed Jesse Miller and Jamie Denison to the Jeffco board for two-year terms ending in September of 2024.

There being no additional business, a motion to adjourn was made by Ben Barefoot. There was a second from Steve Kelley. A vote was taken and the motion passed unanimously.

Next meeting date, Tuesday January 24, 2023 from 1300 to 1500. Location to be determined.

Secretary/Treasurer