



Colorado Fire Training Officer's Association

Minutes of Regular Meeting held February 8, 2024

Arvada Fire & Rescue

6651 Indiana St.

Arvada, CO 80007

I. Meeting called to order @ 0900 hrs. by CFTOA President Jason Clark.

- Pledge of Allegiance
- Moment of Silence for the 7 LODD's this year to date.

II. Roll Call: Roll Call was conducted for members present (in person) and via Zoom.

Executive Board:

- Jason Clark – Eagle River Fire – President
- David Rial – Northeast Teller County Fire – Vice President
- Michael Gates – CIAAI – Treasurer
- Vacant - Secretary

III. Introduction: Introduction and welcome by President Jason Clark and Cindy Martinelli, Arvada Fire Training Chief.

IV. Approval of Minutes: A motion to approve the minutes from the December 8, 2023 CFTOA regular meeting was made by Ward Watson, second was made by Mike Scott. No Discussion. Motion Passes.

V. Applications for Memberships:

- Chris Melvin – Louisville Fire
- Ben Krapes – Platte Valley Gilcrest Fire
- Candy McConnell – Greeley Fire
- Jon Hergenreter – Greeley Fire
- Marc Staley – Golden Fire
- Sean Stull – Golden Fire
- Tony Orlando – Golden Fire
- Alan Johnson – Golden Fire
- Shannon Balvanz – Monument Fire
- Steve Buckner – Monument Fire
- Trent Ingle – Black Hawk Fire
- Jason Christian – Black Hawk Fire

VI. Treasurers Report:

- CFTOA Treasurer, Michael Gates gave the Treasurer's report.
- A motion to approve the Treasurer's report was made by Don Koogle, Second by Jeanette Kehoe. No Discussion. Motion Passes.

VII. Communications:

- No external communications to report.

VIII. Division of Fire Prevention and Control

- **Chief Lisa Pine:** In the process of updating the Strategic Plan. A survey was sent out and the information from that survey will be used to help complete the Strategic Plan. There will be an in-person meeting on February 14th in Glenwood Springs, February 28th in Montrose, February 29th in Durango, March 5th in Sterling, March 8 in LaJunta, and March 11th in Broomfield. These are listed on the DFPC website. Please register if you plan to attend any of these sessions. The next Governors Training & Certification Advisory Board Meeting is February 15th at DFPC from 10-noon. Sterling Burn Tower contract will be signed this week and will be finished by December of 2024. Starting March 12th from 9-10, and the second Tuesday of each month, DFPC Certification Staff will be having open office zoom hours to answer any questions or obtain any feedback. Working on a web Portal for Fire Instructor and Chief of the year awards to be nominated throughout the year. Also working on videos for training officers that will be sent out. Department of Public Safety will be doing an audit of the DFPC. Started a new DFPC Facebook page to help inform people of training.
- **Lori Brill:** Firefighter Safety & Disease Prevention Grant closed on January 31st. 86 applications. Award letters should go out by the end of March. Direct Distribution grant vendors stated that all awards will be fulfilled by April. If you were awarded gear and have not received it, please get with Lori. AFG Grant just opened. If you have received a Direct Distribution grant or Firefighter Safety and Disease Prevention Grant in the past, please let us know how the grant has helped you so we can lobby to continue that funding.
- **Laura Renville:** The Audio for practical's can be found on the website.
- **Beau Edic (Lisa Pine):** Schedule for props and training events will be posted on the DFPC website.

IX. CFTOA Business:

- **Policy and Proctor Committee – Joel Hager:**
 - A committee has been formed and will be meeting after today's CFTOA meeting to discuss proctor certifications for individuals that are out of the certification cycle. If you have any thoughts, please let the committee know.
 - Fire Officer committee will be meeting soon to prepare for the re-accreditation site visits.
- **Policy and Proctor Committee – Don Koogle/Michael Gates:** Proctor forms were presented at the last meeting and sent out for review. Looking for a motion to accept the changes made to the proctor forms. Dave Gerald made a motion to accept the changes to the proctor forms as presented. Chris Mirowski seconded the motion. No

discussion, motion carried. The Proctor Policy is also needing a motion to accept the changes. Mike Scott made a motion to accept the proctor form changes in the Proctor Policy. Eric Johnson seconded the motion. No discussion. Motion carried. Finally, the updated Certification Policy needs a motion to be accepted with the new changes. Eric Johnson made a motion, Unknown second. No discussion, motion carried.

- **Instructor I committee (Lisa Pine):** The Instructor I committee wants to remove the 12 per year instructor hour requirement to recertify Instructor I. Chris Mirowski made a motion to remove the 12 hours of Instruction per year for Fire Instructor I. Michael Gates seconded the motion. No discussion, all in favor except for 1 nay. Majority rules. Motion carried.

**** Break from 0945 to 1000 ****

- **Scholarship Committee (Lori Brill):** Chief Balke and Lori have updated the application which turned out too detailed. They will meet again in the near future to scale the application back.
- **Website Committee (Michael Gates):** Michael Gates presented using Wild Apricot, which is a membership website, to be used for the new CFTOA website. Currently using a free trial of the website but will need to get approval from the membership to move forward. Ward Watson made a motion to approve the website for up to \$1600 per year. Don Koogle seconded the motion. No discussion, motion carried.
- **Volunteer Fire Service CFTOA Engagement discussion (Jason Clark):** President Clark opened a discussion on how we can involve or get engagement of volunteer fire organizations into the CFTOA. Eric Johnson offered an idea where volunteer organizations are assigned a mentor to assist the training officers. Other ideas were offering up an award that targets only volunteer organizations, having a flyer that RTO's could pass out during training in rural areas. Joel Hager made a motion to form a committee of 4 people, one in each quadrant of the state, to do outreach for CFTOA. Mike Scott seconded the motion. No Discussion, motion carried. Eric Johnson volunteered to be on the committee for the Northwest Region. Lori Brill for DFPC, Craig Fisher for the SW region, Mike Ortega for the SE region, unknown for the Northeast region.
- **Training Officer Manual (Lisa Pine):** Lisa Pine reported that she has updated the Training Officer Manual. Looking for resources such as training plans, Lesson plan templates, Training Policies, etc. Please let Lisa know so we can get the manual out for training officers. Copies of the manual will be sent out via emails.
- **FLC Preconference Workshop (David Rial):** Needing to form a committee to put the Pre-Con workshop together. If you have any interest, please contact Dave or Don Koogle.
- **Recognition Award Discussion (Jason Clark):** President Clark opened a discussion on recognition awards for the future of CFTOA. Possibly an award for those in the DFPC

that put a lot of work into the CFTOA. If there is any proposals for awards, please bring them to the next meeting.

- **E-Board Secretary Appointment Decision (Jason Clark)**: President Clark appoints Cindy Martinelli to the position of Secretary of the CFTOA.

X. Calendar of State Training

- March 5 & 6 – Managing Disciplinary Challenges in the Fire Service (Kurt Varone) – Edwards, CO
- Engine & Truck Seminar - March 23 – Boulder Regional Fire Training Center
- EVOG TC Train the Trainer – April 23-25 – Pueblo Fire
- Fire on the Plains – April 25-28 – La Junta, CO
- ISO Academy – May 8 & 9 – Frederick-Firestone
- Aggressive Interior Search – May 30 – Estes Valley Fire
- Leadership Conference – October 21-25 – Keystone, CO
- Inaugural Hazmat Summit – May 14-15 – Loveland, CO
- Women in the Fire Service Skills Day – April 22nd - Boulder Rural Fire
- Reading Smoke – March 9 – Evergreen Fire
- Swiftwater I & II – May 31 – June 9th – Golden Fire

****** Break from 1054 to 1100 ******

XI. Informative Presentation/Activity

- Jeremiah Unger and Jennifer Keys from the Colorado Storm Water Council gave a presentation to the membership on information about the Colorado Storm Water Council.
- A.** President Jason Clark gave a presentation on the lessons learned from a Firefighter Training Accident at Eagle River Fire.

XIII. Adjournment

- Motion to adjourn was made by Greg Schwab at 1150 hrs, Second by Ryan Reiser. No Discussion. Motion passed and the meeting was adjourned at 1208 hours.

Scheduled meetings:

- Thursday April 11, 2024 – Estes Valley Fire
- Thursday June 13, 2024 – Greater Eagle
- Thursday August 8, 2024 – Greeley Fire
- October – State Chief’s Leadership Conference – Date TBD
- Thursday December 12, 2024 – Adams County Fire

Respectfully Submitted for approval -

David A. Rial
Secretary, Colorado Fire Training Officers Association

Date

*****These Minutes approved at the Regular CFTOA meeting Held December 8, 2023.***

- CFTOA Secretary Initials: _____