



Town of Green Mountain Falls

Regular Fire Mitigation Advisory Committee Meeting Agenda

April 17th, 2023 at 6:00 p.m.

Join Zoom Meeting

<https://us02web.zoom.us/j/84541344713?pwd=cFVsRjRlY2syY1lYeGdReFF6Z0E0UT09>

Meeting ID: 845 4134 4713 Passcode: 001177 One tap mobile +17193594580

To make a **public comment** please **pre-register** by 4pm on the day of the meeting via email:

david@falconpartnersltd.com

REGULAR MEETING:

TIME*		ITEM	DESIRED OUTCOME
6:00	1.	CALL TO ORDER / ROLL CALL	
6:05	2.	ADDITIONS, DELETIONS, OR CORRECTION TO THE AGENDA	FMC Action Desired
6:10	3.	PERSONS PRESENT NOT ON THE AGENDA: 3 MINUTES PER SPEAKER	Information Only
6:15	4.	CONSENT AGENDA a. Minutes from March 17th Meeting	FMC Action Desired
6:20	5.	OLD BUSINESS a. Strategic Planning Update – Paul Yingling (agenda attached) b. CUSP Grant ROW Remediation Project 1. Updates regarding boundary marking 2. Update on Release Agreement returns and issues 3. Update on distribution plan for Release Agreement and Maps a. Door to door campaign for obtaining releases b. Mailing c. Social Media c. Education Program Update and Recommendation 1. Recent Developments 2. Monthly tip 3. May communication 4. Bronc Day booth location 5. Chipper Day volunteer organization 6. Mitigation Volunteers d. GMF resident and property owner data base update (information only)	FMC Action Desired
7:20	6.	NEW BUSINESS a. Formation of subcommittees i. Block Captains ii. Assessments iii. Grants b. Develop a list of potential FMAC candidates	FMC Action Desired
7:45	7.	REPORTS a. None	Information Only

7:50	8.	CORRESPONDENCE a. None	Information Only
7:55	9.	ADJOURN	Information Only

Please note: Times are approximate.

**The Town shall provide reasonable accommodation for those with disabilities on a case by case basis. Please send accommodation requests to clerk@gmfco.us by 4pm on the date of the meeting.

Town of Green Mountain Falls
Fire Mitigation Advisory Committee meeting minutes
Monday, March 27, 2023 6:30 pm Mountain time
All members participated on Zoom

Committee Members Present

Chair David Douglas
Vice Chair Paul Yingling
Member John Bell
Member Kelly Hunter

Trustee Members

Mayor Todd Dixon

Recording Secretary

Carolyn Bowers

Town Staff Present

None

1. CALL TO ORDER/ROLL CALL

Chair Douglas called the meeting to order at 6:30 pm.

2. ADDITIONS, DELETIONS OR CORRECTIONS TO THE AGENDA

Douglas moved to accept the agenda as posted. Yingling seconded. Motion passed 4-0.

3. APPROVAL of Feb. 27, 2023 minutes. Bell moved to adopt; Yingling seconded. Motion passed 4-0.

4. PUBLIC COMMENT No comments.

5. OLD BUSINESS

a. CUSP/ROW update

Douglas reported letters containing releases of liability were mailed to owners of property adjacent to ROWs in need of mitigating about 10 days ago. CUSP's Adrian Knight has begun marking trees with red ribbon. These show boundaries only.

Douglas said Town Clerk Bo Ayad reports several signed liability waivers have come in. Ayad has also fielded calls from people who received letters asking questions and seeking further clarification. He says the response has been positive.

Bowers and Bell will work to publish reminders on Facebook, the Church of the Wildwood bulletin and Mayor Dixon's newsletter encouraging property owners to sign and send in their waivers.

b. Education/Information Updates

1. On April 14, 9 am, Pikes Peak Region Office of Emergency Management representatives will meet with GMF first responders, Yingling, Chief Murphy, Marshal Goings and town staff to start discussion on the flow of information in the event of an evacuation order.

This will be a "tabletop exercise" only, considered a precursor to a much larger-scale exercise involving real people. This is not considered an official town government meeting; no records will be taken by GMF attendees. The meeting will be posted/announced on the town website as a "work session." (No votes are taken at work sessions.) This will permit FMAC members other than Yingling to attend the meeting and not run afoul of Colorado open meeting laws.

2. Bell gave a short presentation about FMAC at a recent meeting of School District 14 attended by the El Paso County superintendent and K-13 administrators. He left business cards and a brief, written description of FMAC with them.

3. Bell reported on the North Florissant Community Posse's (FLOCO) efforts to expand fire mitigation through community building, neighbors helping neighbors. FLOCO is rooted in a homeowners' association near Florissant that took it upon itself to protect itself, led by an inspirational leader, Donald Moore, and his wife, Toni. Bell stressed the program starts with a simple message – picking up sticks. The Posse has no money, no budget, relying on the neighbor helping neighbor concept. A few have undergone wildland firefighting training, thanks to a grant, but this doesn't appear necessary.

Bell and Bowers attended a FLOCO symposium Saturday, March 24, where they picked up several ideas for ways to easily demonstrate mitigation techniques to GMF residents. Bowers noted the FLOCO message and approach could be woven into FMAC's Bronc Day booth and the Green Box Mayor's Symposium.

Bell will follow up with FLOCO'S Moore about his willingness to help GMF will a program of its own involving risk assessment and mitigation.

4. Douglas, Bell and Town Manager Becky Frank attended a Teller County Wildland Firefighting Council meeting where information ranging from grant opportunities to moisture in the biomass was discussed. Douglas said it was very helpful. The next meeting is May 17, 8:30 am.

5. April Tip of the Month The committee approved by consensus the April Tip of the Month announcing that Chipper Days on June 10-11 and September 16-17.

6. The committee briefly discussed lessons learned from the last Chipper Days. FMAC members will be judicious in recruiting volunteers so Chief Murphy isn't overwhelmed by them. Due to the difficulty of maneuvering the chipper on some roads, FMAC will come up with a plan for making sure there is enough debris to make it worth moving the chipper up to hard-to-reach places. Bell suggested "previewing" what's out to be chipped a couple days before to learn where big and small piles are located.

7. Data base update: Yingling reported we have 32 entries. A spike in February was likely due to information shared by Church of the Wildwood and Mayor Dixon's newsletter.

6. NEW BUSINESS

a. GMF Capital Improvements Plan and Strategy Plan At FMAC's next meeting, Yingling will lead and facilitate a 1 1/2 discussion aimed at getting members' input on strategic plans and capital improvement for GMF; how do they think the town should best direct its financial resources? He is doing the same for the Parks, Recreation & Trails Committee and the Planning Commission. The results will go to the Board of Trustees. He will send a questionnaire to members to answer before the next FMAC meeting.

b. WMILC Grant. Douglas and Bell, with input from Frank, are working on an application to obtain a 50-50 matching grant (75-25 if GMF is in the right economic zone) from the state of Colorado to fund mitigation, education and equipment related to wildland fire. Deadline is April 5. At Frank's suggestion, they will propose buying a chipper. Money for fire mitigation education will also be included.

Dixon suggested Douglas consult PRT for help preparing maps WMILIC requires along with the application.

Yingling moved the committee recommend that Trustees approve applying for the WMILC grant. Hunter seconded. Motion passed unanimously.

7. BLOCK CAPTAINS

Yingling will write a job description outlining their duties and FMAC's expectations for them. He will present this at FMAC's next meeting.

8. ASSESSMENTS

Bell will consult with former FMAC member Dan Battin for guidance on expanding the assessment program. Due to a dearth of experts to assess properties, the committee discussed the possibility of self-guided assessments. Bell will ask Battin about this as well.

10. FMAC'S APRIL MEETING Due to a conflict with one member's travel schedule, Douglas requested the committee meeting moved the next meeting from April 24 to April 17.

9. ADJOURN

Meeting adjourned at 8:25 pm.



Workshop Objectives

- Celebrate success and identify best practices
- Identify improvement areas for calendar year 24
- Develop strategic planning skills

Committee Input to GMF Strategic Planning and Capital Improvements

Location: **Microsoft Teams (Link TBP)**

Date and time: **TBP**

Agenda

6:30-6:40	Opening and Welcome	Paul
6:10-6:30	Celebrate Successes and Identify Best Practices	Chair
6:30-7:30	Improvement and Focus Areas for CY 24 <ul style="list-style-type: none"> • Review Capital Improvements • Review and refine Strategic Plan Goals • Prioritize Improvements and Goals 	Chair
7:30-7:50	Development of selected strategic planning skill	Paul
7:50-8:00	Closing Remarks <ul style="list-style-type: none"> • The Way Ahead 	Chair Paul



Review Best Practices and Celebrate Successes

Instructions: Prior to the meeting, each committee member should identify best practices and successes over the past two years. These best practices and successes can include actions by the committee, town government, community, or any other action that positively impacted Green Mountain Falls. During the meeting, the committee chair will lead a discussion to identify and consolidate input from the committee.

Agency (e.g., committee, town government)	Success / Best Practice

Identify Focus Areas for Improvement

Instructions: Prior to the meeting, each committee member should identify and rank order the five most important capital improvements yet to be completed on the attached Excel spreadsheet. Each committee member should also review the strategies on the attached Excel spreadsheet, providing assessments, making recommendations, and suggesting refinements as necessary. Committee members need not comment on strategies they are not familiar with or lie outside the committee’s purview. During the meeting, the committee chair will lead a discussion to identify and consolidate input from the committee.

Set Priorities

Instructions: Prior to the meeting, each committee member should identify current issues in each of the quadrants below. These issues can come from the previous review of focus areas for improvement, or from other areas of concern. An “urgent” issue is one that is highly time sensitive for the town. An “important” issue is one that is highly consequential. During the meeting, the committee chair will lead a discussion to identify and consolidate input from the committee.

Identify organizational practices in each of the quadrants below.

Urgent and Important	Important, but not Urgent
Urgent but not Important	Neither Important nor Urgent



Develop Strategic Planning Skills

Instructions: Prior to the meeting, each committee member should vote for one of the strategic planning topics below using the poll below. The facilitator will conduct a guided discussion of the topic most in demand by the committee.

Poll: <https://forms.gle/ep6vVbfxJt4DThD8>

Strategic Planning Process	Design Thinking	Leading Change
<ol style="list-style-type: none"> 1. Initiate and agree on a strategic planning process. 2. Identify organizational mandates. 3. Clarify organizational mission and values. 4. Assess the external and internal environments to identify strengths, weaknesses, opportunities, and threats. 5. Identify the strategic issues facing the organization. 6. Formulate strategies to manage issues. 7. Review and adopt the strategies or strategic plan. 8. Establish an effective organizational vision. 9. Develop an effective implementation process. 10. Reassess the strategies and the strategic planning process. 	<ol style="list-style-type: none"> 1. Empathize with end users 2. Define the problem 3. Ideate possible solutions 4. Prototype viable solutions 5. Test to identify and refine the best available solution 	<ol style="list-style-type: none"> 1: Create a Sense of Urgency 2: Form a Powerful Guiding Coalition 3: Create a Vision for Change 4: Communicate the Vision 5: Remove Obstacles by Empowering Employees 6: Create Short-Term Wins 7: Build on the Change 8: Anchor the Changes in Corporate Culture