



Foothills Fire Protection District

BOARD MEETING MINUTES

Tuesday, May 19, 2026 | 6:30 p.m.

Rainbow Hill Station, 28812 Rainbow Hill Rd., Evergreen, CO 80439

The meeting was open to the public and available via Zoom

The minutes are intended to reflect the discussions that occurred and the decisions that were made.

They are not intended to be a transcription of the meeting.

● ATTENDANCE & PLEDGE OF ALLEGIANCE

- Meeting called to order at 6:30
- Verbally identify present board members and Chief for the record (Director Graf, Meeting Chair)
- BOARD MEMBERS: Stephanie Graf, Dan Hartman, Dave Stajcar, Rob Johnson, Dick Shaw
- IN-PERSON ATTENDEES: Chief Rod Cameron, FF Stephen Garran, Office Manager Steph Bajorek, FF Steve Telgener, unidentified community member
- ZOOM ATTENDEES: Lt. Ken Tillis; Community Members: Kelly Brooks, Dave Hammond
- Pledge of Allegiance – (Chief Cameron)

● ADMINISTRATIVE MATTERS

- Approve Agenda (Director Graf, Meeting Chair)
Add under On-Going:
E) CDOT Update on possible acquisition of Parking Lot property;
F) Reminder for board to review the Alpine Rescue Lease Amendment proposal prior to the July board meeting;
Motion to approve Agenda as amended - Dir.Hartman/2nd Dir. Shaw 5/0
- Approve Meeting Minutes from April 14, 2026 Regular Board Meeting (Director Graf, Meeting Chair)
Motion to approve - Dir. Hartman/2nd Dir. Stajcar 5/0
- Director Updates – *Each Director gives an update on 2-3 things they have been working on to advance the District's needs since the previous meeting*
 - Dir. Johnson updates: Spent time working on the secretarial duties.

- Dir. Shaw updates: Worked with Dir. Stajcar and Chief on Chief's Performance Goals; Attended a Fire Prevention Information evening at Mt. Vernon
- Dir. Stajcar updates: Worked on treasury duties and tasks; Working on establishing goals for Chief's Annual Review
- Dir. Hartman updates: Made an effort to find out what's going on with the QT Truck Stop project, and it appears nothing is moving at this time. Working with our attorney on the issue of possible inclusion of 1960 Mt. Zion into the district; Continued evaluation/research on updating Job Descriptions/Salary Ranges.
- Dir. Graf updates: Rescheduled the Ambassador meeting for later this week. Worked with our attorney on the issue of possible inclusion of 1960 Mt. Zion until Dir. Hartman returned from vacation. Mentioned that the board will need to be sharing a booth with 'recruiting' at the pancake breakfast.
- **LEGAL MATTERS**
 - (Dir. Graf) None
- **FINANCIAL MATTERS** (Dir. Stajcar)
 - April payments and financials (Dir. Stajcar & Chief Cameron); Chief mentioned that some of the line items appear to be divided awkwardly, but that seems to be caused by the software and we intend to correct those by next year.
- **DEPARTMENT MATTERS**
 - FF Steve Garraan reported that this year's audit is in progress.
 - Prevention/Community Risk Reduction
 - Due to extended lead times from DFPC, we have engaged Whitney Even, of 3E Fire Marshal Services, to assist with Fire Plan reviews and Sprinkler Plan reviews. These services will be billed through FFPD for Foothills, Genesee and Indian Hills.
 - We've had 62 total requests for Will-Serves/Permit in the calendar year.
 - Developed and delivered a Wildland Risk Reduction presentation at Mt. Vernon Canyon Club
 - Conducted 3 wildland home assessments
 - Grant Updates (Chief Cameron) -
 - FEMA grants have been opened up, but they only have a window of 2 weeks, and their grant applications are complex and time consuming. The chief will explore if he will be able to get a grant written and submitted in time, but he's not optimistic.
 - Fleet Updates

- Skid unit is on truck 524 now. Once it is mounted, it will be ready to go.
- Station Updates -
 - Gutters have been installed at Grapevine station.
 - In the past few days we have been experiencing several electrical issues at Lookout Mountain station. The electrician will be there to look at it Wednesday morning.
 - Dept. Chief Vaughn will draw single line drawings to get more appropriate estimates for back-up generators needed for stations.
- Member Updates -
 - FF McElroy's wife delivered a baby earlier in the day. Baby is doing well.
 - Recruiting Updates -
 - 2 interviews on this coming Thursday
 - 2 recruits graduated this past Saturday
- **Training Officer's Report (Asst. Chief Alpine) -**
 - Accomplishments Past Month
 - I will be out of the office May 17-23.
 - Completed a home assessment with Stephen Garran.
 - Met with Genesee Water, Forest Hills (Riva Chase Water), and Genesee Fire regarding switch-over valve and operation.
 - Participated in reviewing the CFTOA bylaws.
 - Meetings and Events
 - Attended FDIC with Chief Cameron.
 - Participated in the JeffCo Animal evacuation exercise
 - Training
 - Attended and taught at HRT Skills Day
 - Hazmat Academy
 - Officer training
 - RIT training and firefighter survival training with Captain Warren
 - Land navigation and applications training.
 - Attended AutoX at Arvada Fire.
 - HRT for ambulance familiarization.
 - Denver burn building
 - Ongoing Projects
 - Assisting Stephen Garran and LMW to gather hydrant data.
 - Continuing development of alternate water supply strategies.
 - Ambassador program.
- **Chief's Report (Chief Cameron) -**
 - Executive Summary

This month focused on operational improvements, major training engagements, and continued progress on intergovernmental partnerships. The transition to the EPR Fireworks RMS program is underway and is expected to generate

significant annual cost savings. Personnel development remains strong, with Fire 1 training underway and new applicants entering the pipeline.

- **Administrative & Operational Updates**

- **Technology & Systems**

- All district cell service has been transitioned to AT&T, improving coverage and reliability.
 - Initiated migration to the EPR Fireworks RMS program. This system will streamline incident reporting and allow the district to discontinue several legacy programs.

- Projected annual savings: approximately \$7,000.

- **Meetings & Coordination**

- **Internal Meetings**

- Membership Meeting: May 7
 - Officer Meeting: April 29

- **External Meetings**

- Mountain Chiefs Meeting
 - Central Mountain Chiefs Meeting
 - Coordination meeting with EPR Fireworks regarding RMS implementation

- **Training & Readiness Activities**

- Attendance at FDIC for continuing education and industry updates
 - Participation in Auto-X training
 - Joint evacuation training with Jefferson County Sheriff's Office and animal evacuation partners
 - Live burn training with Denver Fire, with 20 Foothills firefighters participating — a significant hands-on training opportunity

- **On-Going Projects**

- **Intergovernmental Agreements**

- Continued work on mountain and metro area Intergovernmental Agreements (IGAs) to strengthen regional cooperation.

- **Apparatus & Equipment**

- Ongoing conversion of 524 (flat bed truck) into a brush truck / plow truck, expanding its operational utility.

- **Communications & Public Interface**

- Continued updates and improvements to the district website to enhance public information access.

- **Personnel**

- **Training & Development**

- Fire 1 training has officially begun. Two participants are new to the fire service and already hold EMT certifications.
 - Recruitment
 - Received two new applications for prospective recruits.
- **Financial Impact**
 - Transition to the EPR Fireworks RMS program will reduce software expenses by approximately \$7,000 annually, improving operational efficiency and reducing redundant systems.
- **Summary**

The district continues to make progress in operational readiness, interagency coordination, and personnel development. The RMS transition represents a meaningful financial and administrative improvement. Training participation remains high, and recruitment efforts continue to strengthen the department's staffing pipeline.
- **ON-GOING MATTERS**
 - Discussion of adoption of new and updated WUI Fire Codes - Chief Cameron said we are waiting to see what other departments are putting together to see what we can use.
 - Review of salary ranges (Dir. Hartman) - Moved to June meeting
 - Discussion on Boards/Chief input for goals for 2026 in Chief's evaluation - Board approved and the new goals are therefore implemented. Chief Cameron requested each board member respond to his messages with acknowledgement.
 - Discussion regarding petition for inclusion for 1960 Mt. Zion Drive - Completed petition and fee has been received. Dir. Hartman will review the petition with our attorney. We need to get the appropriate notifications published as required by law. Reminder that this inclusion petition does not include, or involve, Highland Rescue. That would be a totally separate petition.
 - CDOT Update on possible acquisition of Parking Lot property - Dir. Hartman spoke with CDOT to let them know we are interested in the property, and to ask what the 'fair market value' is for the property. They said they have not yet gotten an appraisal for it, but they are now moving forward with that process.
 - Reminder for board to review the Alpine Rescue Lease Amendment proposal - Dir. Graf issued a reminder to the board that we need to review this issue prior to the July meeting.
- **NEW MATTERS**

ADJOURNMENT

**Motion to adjourn - Dir. Stajcar/2nd Dir. Hartman – Pass 5/0 Time: 7:24 p.m.*

NEXT REGULAR BOARD MEETING Tuesday, June 23, 2026 @ 6:30 PM.

PRESIDENT DIR. STEPHANIE GRAF	<u><i>Stephanie Graf</i></u>	DATE	<u>06/28/2026</u>
VICE PRESIDENT DIR. DAN HARTMAN	<u><i>Dan Hartman</i></u>	DATE	<u>07/08/2026</u>
TREASURER DIR. DAVE STAJCAR	<u><i>David Stajcar</i></u>	DATE	<u>06/28/2026</u>
SECRETARY DIR. ROB JOHNSON	<u><i>Rob Johnson</i></u>	DATE	<u>06/25/2026</u>
ASST. SECRETARY DIR. DICK SHAW	<u><i>Dick Shaw</i></u>	DATE	<u>06/25/2026</u>



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