

**Adams and Jefferson County Hazardous Response Authority  
Record of Proceedings  
June 28, 2016**

The Board of Directors of the Adams and Jefferson County Hazardous Response Authority held its regularly scheduled meeting on June 28, 2016 at the Jefferson County Office of Emergency Management, 2<sup>nd</sup> floor training room, 800 Jefferson County Parkway, Golden, CO 80401

Board Members present were: Deanne Kelly, Wayne Belohlavy, Dean Wahl and John Simpson. Representing Mike McIntosh was Ron Sigman and representing Doug Hall was Bob Hose. David Ramos provided voting proxy to Wayne Belohlavy.

Excused from the meeting were: Doug Hall, Jim Lancy, Mark Gutke, Mark Schuman, Dave Ramos, Mike McIntosh and Bill Blackburn.

Also attending was: Glenn Grove.

The meeting was called to order by John Simpson at 1:33 P.M. (1333)

**Change to the Agenda:**

None

**Record of Proceedings:**

Records of proceedings of the January 19, 2016 meeting were discussed. There was a motion to accept the minutes as presented made by Bob Hose. There was a second to the motion from Wayne Belohlavy. A vote was taken and the motion passes unanimously.

Records of proceedings of the March 22, 2016 meeting were discussed. There was a motion to accept the minutes as presented made by Dean Wahl. There was a second to the motion made by Deanne Kelly. A vote was taken and the motion passes unanimously.

**Financial Report:**

The Financial reports from March 2016 and April 2016 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 Deanne Kelly. A vote was taken and the motion passed unanimously.

## Coordinators Report

- A short presentation and equipment demonstration was provided to the Adams County LEPC at their meeting to provide an overview of the team
- Quarterly team training
  - Third Quarter Training dates: Sept 19, 20 and 23
  - First Quarter training consisted of railroad HazMat training provide by BNSF Railroad.
  - Second Quarter training was an equipment demonstration and review provided by the 8<sup>th</sup> CST from Buckley AFB in Aurora.
- HazMat – 1 has been relocated by West Metro to Station 2 located at 1545 Robb Street.
- Regional Homeland Security Grant projects:
  - Two additional HazMat Tech classes were requested and two will be delivered. One is funded through the regional grant and one will be funded by the Division of Fire Safety and Control just as proposed.
- 2015 Audits for both Jeffco HazMat and AJCHRA should be completed by the end of the month.
  - Reminder – We will be paying for the Adams County audit as well starting next year.
- Lakewood and Mountain View assessments still due
  - Lakewood – Brian Nielson has retired and his position has been filled by Jessie Miller. I have spoken to Jessie and will track down the payment.
  - I have left a message for Mtn. View's financial office asking them to call.
- Ron Sigman has been hired by Adams County Sheriff's Office as the Emergency Services Coordinator and will be taking some of Karl Smalley's past duties overseeing DERA, wildland fire and HazMat functions at ACSO.
- Telephones and modems on the trucks will be removed and service discontinued as a cost reduction and due to lack of usage. The telephone service authority (911 Authority) has asked us to reduce reimbursement costs due to the JeffComm Center project which they are substantially funding.

## Board Member Reports:

Bill Blackburn: Absent

Deanne Kelly: reported that Sept 17, will be the Household Chemical Collection at Thornton this year.

Michael McIntosh:

- Karl Smalley
  - Proxy to Ron Sigman; See other reports

John Simpson: See old business.

Doug Hall:

- Bob Hose: Reported that Westminster Fire has two people attending the current HazMat Technician class so will be adding two new people to the team.

Wayne Belohlavy: No report

Jim Lancy: Position Vacant due to retirement

Mark Schuman: Absent

Mark Gutke: Absent

David Ramos: Absent with voting proxy to Wayne Belohlavy.

Dean Wahl: No report

**Other Reports**

- Ron Sigman provided an overview of his position at Adams County Sheriff's Office

**Old Business**

- John Simpson reported an update that the Fairmount Fire agreement with the businesses on Highway 72 runs through to January 2017 but he is unaware if any work is being done by the business' or the Sheriff's Office to address the problem after December 2016.

**New Business**

- Discussion on the 2017 budget will begin so that a proposed budget and draft can be presented at the September 27, 2016 meeting.

**Executive Session** – None scheduled

There being no additional business, a motion to adjourn was made by Dean Wahl. There was a second from Deanne Kelly. A vote was taken and the motion passed unanimously at 2:40 P.M. (1440 hours.)

Next meeting date, Tuesday September 27, 2016, from 1300 to 1500. Location to be determined

---

Mark Gutke  
Secretary/Treasurer