

MEETING MINUTES
GRAND COUNTY BOARD OF COUNTY COMMISSIONERS
GRAND COUNTY DEPARTMENT OF SOCIAL SERVICES
GRAND COUNTY BOARD OF HEALTH
GRAND COUNTY HOUSING AUTHORITY

August 2, 2022

Present: Commissioner Richard D. Cimino, Commissioner District 1
Commissioner Merrit S. Linke, Commissioner District 2
Commissioner Randal F. George, Commissioner District 3
Also Present: County Clerk and Recorder Sara L. Rosene
County Manager Ed Moyer
Assistant County Manager Micah Benson
County Attorney Maxine LaBarre-Krostue

Those present recited the Pledge of Allegiance.

Approval of Board Minutes

Commissioner George moved to approve the minutes of the Regular Board of Commissioners meeting of July 26, 2022, with corrections.
The motion passed unanimously.

General Public Comments

Justin Myers (new resident and only resident) of County Road 1642 is requesting snow maintenance on the 200 yards of cul-de-sac. Staff will research the road and make a recommendation to the Board.

Finance

Finance Director Curtis Lange presented the Warrant Register and Expenditure List to be paid on August 3, 2022, for vendor payments. The list for this period was verified for the Board's approval.

Commissioner George moved to approve the checks presented on August 2, 2022, for payment on August 3, 2022, for the Grand County Housing Authority.
The motion passed unanimously.

Commissioner George moved to approve the vouchers presented on August 2, 2022, for payment on August 3, 2022, for the Grand County Department of Human Services.
The motion passed unanimously.

Commissioner George moved to approve wire payment and vouchers presented on August 2, 2022, for payment on August 3, 2022, for Grand County.
The motion passed unanimously.

Departmental Contracts, Comments, Issues

Commissioner Linke announced the Board is sitting as the Grand County Board of Human Services.

Commissioner Cimino moved to approve the CORE Contract between Grand County Department of Human Services and Maple Star to purchase services to supervise visitations for a period of time from August 1, 2022 to May 31, 2023 in an amount not to exceed \$3,000.
The motion passed unanimously.

Commissioner Linke announced the Board is sitting as the Grand County Board of Commissioners.

Commissioner Cimino moved to approve and authorize the Chair to sign the Letter of Acceptance for Encumbrance Number 22EM-23-22 for 2022 EMPG in the amount of \$60,273 of federal funds and \$60,273 of local funds from the Colorado Department of Public Safety, Division of Homeland Security and Emergency Management.
The motion passed unanimously.

Commissioner George moved to authorize the Chair to sign the up-to-date as-built Airport Layout Plan for the Granby-Grand County Airport Emily Warner Field for the Northwest Taxilane development as presented.
The motion passed unanimously.

Commissioner George moved to approve the Intergovernmental Agreement between Grand County, Colorado Department of Transportation and Northern Colorado Water Conservancy District for debris removal for post fire occurrences such as blockage by debris flows, culvert blockage and other actions which impair the functionality of State Highway work on Highway 125 and authorize the Chair to sign.

Discussion: This is generally coordination and for items to be stored with regard to debris removal. The motion passed unanimously.

Commissioner George moved to raise the credit limit on County credit card for Zach Broady to \$30,000 in order to bid on equipment to purchase from Ritchie Brothers Auctions. The motion passed unanimously.

Commissioner Cimino moved to approve the renewal of the Hotel and Restaurant Liquor License for Indian Peaks Marina Restaurant, LLC as presented. The motion passed unanimously.

Clerk and Recorder Sara Rosene stated that counties received notification that the County must recount the Primary Election for the Republican ballot for Colorado Secretary of State. The law requires the ballots be counted in the same manner as performed during the election meaning the paper ballots were scanned through election equipment.

Assistant County Manager Micah Benson provided an update on EWP. The Bureau of Land Management and the Forest Service are performing inspections on the work being done on the ground. The County has been invited to review the work for the air by helicopter on Friday, August 5.

Commissioner Cimino moved to waive the Board of Adjustment Fees for Grand Fire Protection District for the new fire station being built on County Road 40.

Discussion: Grand Fire Protection District will be requesting a height variance and the fee is for the Board of Adjustment.

The motion passed unanimously.

Manager & Attorney Items

The Agreement has been signed with NRCS and Northern Water. The final documents for the additional funding of \$250,000 out of the \$1 million funding will be coming in for the Colorado Headwater Project. The County will be including \$250,000 out of OLRT funds. The total from Grand County will be \$500,000.

County Manager acknowledged the hard work at the Middle Park Fair.

Commissioner Cimino moved to designate the County Manager as the voting representative for Mountain Parks Electric and authorize the Chair to sign the designation form.

The motion passed unanimously.

Commissioner Cimino moved to approve Resolution No. 2022-8-1, "AMENDING RESOLUTION 2022-7-7 APPROVING AND ADOPTING A BUSINESS CORRESPONDENCE POLICY"

The motion passed unanimously.

Commissioner Cimino moved to approve Resolution No. 2022-8-2, "APPOINTING A GRAND COUNTY HEALTH OFFICER" Kristen Manguso.

Discussion: This position is for a County sanitarian.

The motion passed unanimously.

Consent Agenda

Resolution No. 2022-7-11, "APPROVING ADDITIONAL FUNDING TO EMERGENCY MANAGEMENT TO UPDATE THE COMMUNITY WILDFIRE PROTECTION PLAN (CWPP)"

Commissioner Cimino moved to approve the Consent Agenda.

The motion passed unanimously.

Board Business

Commissioner Cimino moved to approve Resolution 2022-AB22-02 which denies the Abatement request for Rolf Thorson and Leif Thorson, Schedule No. R204060 for tax years 2020 and 2021.

The motion passed unanimously.

The Assessor received one protest and it was denied.

Commissioner Cimino moved to approve Resolution No. 2022-BOE-1, “DECISION AND RESOLUTION OF THE GRAND COUNTY BOARD OF EQUALIZATION” agreeing with the determination of the independent referee for the 2021 valuation of the Petitioner’s property for Julie George on Schedule No. R209090. The motion passed unanimously.

Commissioner George noted that he is not related to the petitioner.

Intern Presentation

Krista Conrad presented on her internship with Public Health.

Ms. Conrad worked for both Grand County Public Health and the Rural Health Network.

There are many components in Public Health and Ms. Conrad was able to work in different areas.

Personnel Manual

Assistant County Manager Micah presented:

Staff would like to respectfully request the BOCC consider adopting amendments to the Personnel Manual as summarized below:

Section 1.06 –Adding a disclaimer that all County communications are subject to the Colorado Open Records Act (CORA).

Section 4.04 –Clarifying transition of Elected Officials to employee after term. Separation of 30 days is not necessary if the leave accrual and severance pay policy of the elected position and the employment position are the same.

Section 5.02 –Clarifying leave accrual is per pay period.

Section 5.03 –Clarifying leave accrual is per pay period.

Under Specific Rules: Clarifying that sick leave may be granted if the leave is available in the employee’s accrued sick time and clarifies the sick leave donation policy under item 7.

Section 5.12 –This is a new section pertaining to the new Paid Family and Medical Leave Insurance (FAMLI) Program.

Section 6.09 –Clarifying that personnel files may be subject to CORA.

Section 6.26 –Added a distracted driver policy per CTSI recommendation.

Section 9.03 –Changed the Employee Recognition Pay from \$28 per years of continuous service to \$100 per years of continuous service.

Section 9.07a & b –Clarifying that severance pay is calculated based upon full years of service.

Section 10.02 –A new policy that that allows for employee retirement contributions to be matched up to a combined total of 6% between the 401a plan and the 457 plan. Employees must participate in the 401a plan upon hire and must decide on a contribution amount between 3% and 6%. This is an irrevocable contribution. In the current policy, the County only matches up to 6% of the employee’s 401a contribution. The new policy would allow for the employee to contribute to a 457 plan and have those contributions matched up to a combined total of 6% between both plans. All County match contributions will go into the employee’s 401a plan and follow the current vesting schedule.

Commissioner George moved to approve the changes to the Grand County Personnel Policy as presented. The motion passed unanimously.

Calendar

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|-------|--|
| Aug 4 | Associated Governments of Northwest Colorado (AGNC) Legislative Call via Zoom, 8:30 to 9:30 am |
| Aug 4 | Water Resources and Agriculture Review Committee Meeting at Denver Water Headquarters and via Zoom, starting at 1 pm |
| Aug 5 | Emergency Water Protection Aerial Mulching Flyover Starting at Northern Water Helicopter Staging Area on GCR 40, at 8 am |
| Aug 6 | GC BOCC to Attend Middle Park Fair & Rodeo Events at the Fairgrounds, to Include Commissioner Cookie Jar, Junior Livestock Buyer Appreciation, and Junior Livestock Sale; Starting at 10 am, 4 and 5 pm Respectively |

- Aug 11 Utility Coordinating Committee Meeting at Java Lava in Granby, 7:30 to 9 am
- Aug 12 Natural Resources Roundtable at Java Lava Café in Granby, starting at 8 am
- Aug 15-16 Colorado Counties, Inc. (CCI) Opioid Abatement Conference in Denver, All Day
- Aug 18 CCI Mountain District Meeting at Pathfinder Park Event Center in Florence, Colo. 9 am to 2:30 pm
- Aug 18 National Association of Counties (NACo) West Region Regular Conference Call 2 to 3:30 pm
- Every Friday High Country Conservatives Lunch Gatherings at Rockies Restaurant in Grand Lake, Noon to 1 pm

GC Sheriff's Office – Fire Restriction Matrix

Fire Restriction Matrix

Craig Dispatch Interagency Zone

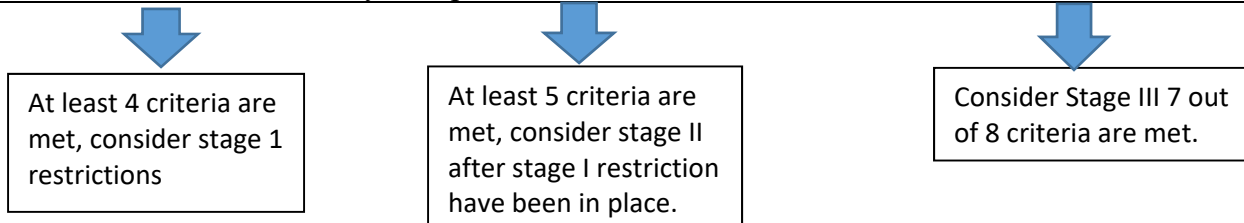
- Updated weekly by Brandon Voegtle Craig BLM
- Inputs from multiple Weather and Fuel Moisture Measurement sites.
- Sheriff's Office FMO consults with County Fire Departments, Kremmling BLM Field Office, Routt and Arapaho-Roosevelt NF's.
- FMO consults with Sheriff Schroetlin, Sheriff makes Decision.
- Monday afternoon call with all agencies.
- Consistency within Grand County and adjoining Counties.
- Matrix provides data on potential for fire growth and difficulty in suppression control.

Climatological Restriction Factor

1. 1,000-hour fuel moistures content is 9% or less below 8,000 ft. or 12% or less above 8,000 ft.
2. Live fuel moisture content
3. Current Adjective Rating is High or higher (is 1 7-day ERC Average)
4. Area is receiving a higher than normal occurrence of human-caused fires
5. Drought Indicators (Palmer or Drought Outlook)
6. Adverse fire weather is predicted

Fire Business Restriction Factor

1. Significant hazards to or impacts on the economic, social, and public health environments
2. Resources availability is impacted.



GC Office of Emergency Management and Grand Foundation – Fire Recovery

Presented by Megan Ledin and Joel Cochran:

Grand County Wildfire Fund & Stats (Updated thru 5/31/2022)

There was 384 Homes destroyed and an additional 189 structures (barns, sheds, etc.). Of the homes, 184 were primary residences and approximately 25% were uninsured, of those it is assumed that 32 were mobile homes from a mobile home park. They are also calculating over \$190 Million in damages. But we have noticed that these numbers have been increasing every time we have calls. The fire burned just shy of 193,812 acres and as of 11/30/20 100% contained.

Please find some info below on the fire, fund scope & fluid thoughts going forward. The fund is just over \$4 million, of which we have awarded out over \$3,072,754.

Grand & Larimer Counties were given a disaster declaration by the President in January for Public Assistance, but Individual Assistance (IA) was denied (Boulder County was denied for both). The Governor has asked the 3 counties to appeal. All 3 counties decided to deny moving forward on an IA appeal and instead go towards SBA loan assistance program. Of which Grand County was approved for in February this loan program provides up to \$200K at a 1.88% interest. We had 43 households apply for the loans and thus far 18 families have been approved for \$1.94 million in loans for rebuilding. Recently Grand County opted not to do a FEMA Debris removal Program and run it internally. The projected project budget, with free labor from Southern Colorado Baptist Relief, is just over \$1.1 million of which the wildfire fund has committed to funding half of the costs, helping over 161 homes.

IMMEDIATE NEEDS (All of the needs will be continually replenished with funds as needed)

Basic Needs ~\$35,000

Food/Clothing/Household needs

We have given our family resource center (Mountain Family Center) a large grant to purchase grocery, clothing and furniture gift cards. For renters who lost their place due to the fire and did not have renter's insurance.

Shelter ~\$45,000

We are working with the Grand County Emergency Response team. They are matching available units with those that are in need of housing. We gave an additional large grant to Mountain Family Center to distribute rental assistance monies to those in this category.

Mental Health ~\$20,000

We have given Mind Springs Health \$20,000 to provide scholarships for counseling sessions to all of those affected by the East Troublesome Fire.

Grass Seed ~\$97,205

We have given Middle Park Conservation District over \$97,205 to procure and distribute grass seed. This is not covered in most home owner's insurance policies and while we wouldn't think grass seed would be an immediate need, now is only one of 2 times a year that's the best time to seed. Each home/land owner can get a 100lb bag of seed at no cost. Over 280 homes have been helped.

SHORT TERM NEEDS

Renters ~\$405,760

For renters that were renting units that were burned down, we are referring them to our housing team to match them up with an available unit. Then with the funds we gave Mountain Family Center, then can help those affected pay rent, get grocery cards and clothing at their location. We also plan on assisting, if they didn't have renter's insurance, on their housing needs (i.e. furniture). We have a couple options here, we have a nonprofit that stores furniture from properties that sold, but the new owners didn't want the items inside. We can also purchase gift cards for individuals to go shopping to get new things. We are still in the process of this one, working out the kinks, but do plan on using our nonprofit partners first if we can. So far this represents 115 renters we have helped.

Home Owners \$1,699,789

This is a work in progress as well. For those owners that have homeowner's insurance, all of the above steps for pairing housing would apply, but typically here, their home owners insurance will pay for the rent and any items they need inside the home. Once this was worked out with their insurance companies, we have been helping with insurance deductibles to contractors for rebuilding, the county with debris removal program, building permit fees, legal fees and more to be identified. So far we have helped 241 homeowners thus far.

The harder one here, is if they didn't have homeowner's insurance. We have had many of these, that they owned a mobile home on a property that was owned by someone else, and didn't insure the home. We are trying to figure out what threshold here applies. At the very least all of the funding we gave (and will continue to give as requested by Mountain Family Center) will apply here with rental assistance, food and clothing. We have also been helping the uninsured primary homeowners with new furniture, clothing, housewares, appliances and so much more.

In addition, as noted above, we have committed \$550,000 for the county debris removal program.

LONG TERM NEEDS Allocated \$750,000

On this one we are in the beginning stages of how we will map this out and save funds for.

But the things we are listing to help, but not limited to are, Water Quality, Re-Forestation, Flood Mitigation, Nature Conservancy, and mitigation efforts for our fire departments to name a few. Thus far we have awarded or committed the following:

- 1) \$125,000 to Grand County Wildfire Council for recovery needs (i.e. chipping of hazardous trees) and long term fire mitigation.
- 2) \$100,000 to Grand County Wildfire Council for cost share program for removing hazardous trees.

- 3) \$50,000 granted to Grand Fire Protection District # 1 for GIS mapping for all of Grand County for future emergencies.
- 4) \$20,000 Grand County Office of Emergency Management for Emergency Plan.

East Troublesome Fire Data

This data is a compilation of information from phone calls from the county phone calls from the Grand Foundation and from applications to the Grand County Wildfire Emergency Fund All statistics that are labeled "Information Unavailable" are due to the inability to reach people because some households did not have phone numbers; publicly listed some had disconnected or old phone numbers that no longer war some had full voicemail boxes⁷ and many did not return calls when they were left multiple voicemails. The Grand Foundation attempted to call all households that hadn't previously been contacted Percentages are rounded to the nearest whole number.

Households Contacted

Total number of contacts: 384

Total number of contacts excluding those who do not count in the data: 368 Percentage of households contacted: 84%

Percentage of households not contacted: 16%

Different Homeowner Type Percentages

Secondary Homeowners: 57%

Primary Homeowners: 37%

Commercial Property: 3%

Land Only: 2%

Did Not Disclose*: 1%

**These numbers are lower than the percentage not reached because we pulled data from the sheriff's list and the Grand County Assessor for a large portion people we could not get in touch with as well as gathering data from those who we could not contact but who had debris removed by Southern Baptist.*

Debris Removal Status Percentages

Debris Removed*: 90% Debris Not Removed: 3% Partially Removed: 2%

Land Only: 2%

Information Unavailable**: 1%

Did Not Disclose*: 2%

** Of the homes that removed debris, 25% had theirs removed by Southern Baptist.*

***We were able to confirm that debris was removed through site visitations for many of homes that were not contacted. The remaining 4% that we do not know is due to some sites being inaccessible or addresses not being verified*

Rebuilding Status Percentages

Rebuilding: 60%

Not Rebuilding: 18%

Sold Land: 6%

Land Only: 2%

Information Unavailable: 6%

Unsure/Did Not Disclose*: 8%

**This number is higher than other categories due to both people not knowing whether they will be rebuilding or not, or people not sharing their future plans with us. We also had a small number homes who had debris removed by Southern Baptist, but did not provide their rebuilding information.*

Insurance Status Percentages

Insured: 78%

Uninsured: 13%

Land Only: 2%

Information Unavailable *: 3%

Did Not Disclose*: 4%

**These numbers are lower than the percentage not reached because we pulled data from the sheriff's list for some of the people we could not get in touch with We also had a small number homes who had debris removed by Southern Baptist, but did not provide their insurance information.*

GC Corner – Staffing Discussion

Presented by Coroner Brenda Bock and Deputy Coroner Tawnya Bailey:

Coroner

- Hours
 - Normal work hours
 - The normal work week is 40 hours
 - 40 X 52 weeks is 2,080 hours a year
- Coroner office hours
 - Coroner work week is 168 hours
 - 168 X 52 weeks is 8,736 hours a year
- Vacation and Sick Time
 - Current Chief Deputy should get 3 weeks of vacation and accrue approximately 3 weeks of sick time
 - Current Coroner should get 4 weeks of vacation and accrue approximately 4 weeks of sick time
 - Current staff levels do not allow for vacation or sick time
- Training
 - The Coroner and Chief Deputy are required to participate in continuing education which is approximately 2-4 weeks each
 - There is ongoing in-office training required for Deputy Coroners to maintain a level of knowledge and safety
- Court
 - There are approximately 4 to 8 weeks required for testifying and preparing for court and for reserving and rescheduling court dates
- Meetings
 - Department head, manager, BOCC, Budget, Northwest Region Healthcare Coalition, OEM, First Aid, Traffic Safety, and other required meetings
 - Due to staffing shortages, we only attend a few, select meetings.
- Autopsies
 - We have been averaging 30-35 autopsies a year.
 - That number will increase due to statutory requirements when drugs are involved and also for decedents under 25.
 - An increase is also expected due to case numbers increasing

Employees

Current Staff

- Current staff
 - Full time Coroner (no on call)
 - Full time Chief Deputy Coroner
 - Additional full time position since April
 - 5 part time, weekend-only deputies
 - Deputies only want one weekend a month or every 5 weeks.
- Projected staff after September
 - Full time Coroner (no on call)
 - Full time Chief Deputy Coroner
 - Full time Deputy
 - Unknown part time, weekend only
 - Losing 2 part time
 - 1 Having a baby
 - 1 Changing jobs
 - 2 part time unknown future
 - 1 has an injury
 - 1 has a new grandbaby on the way
 - 1 needs a full time position, is flexible with hours, and is already almost completely trained
- Staff needed
 - Workweek 168 hours
 - * Just to cover the 168 hours with one deputy per shift requires 4.2 full time deputies.
 - We are asking for 3 full time and hoping to be able to fill some additional part time, weekend deputy positions.
 - The part-time weekend position is getting harder and harder to fill due to.
 - Pay for on call doesn't motivate them to lose an entire weekend
 - Very difficult to keep up their skills and confidence working 12 times a year.

Shifts

- On call
 - On call shifts can only be paid in increments of 12 hours per Colleen in H/R.
 - * We are unable to break that down into smaller increments
 - On call pay
 - * \$37.50 for 12 hours
 - * \$75.00 for 24 hours
 - That is \$3.12 an hour
 - Only hourly employees get on-call pay, exempt do not
 - If an hourly employee gets called out during their 12-hour on call shift, they get paid hourly while they are on the call in addition to the on-call pay. This can easily put an hourly employee into overtime because it's so unpredictable.
- Hourly
 - Anything over 80 hours in two weeks is overtime
 - Hourly employees have to work a 12-hour shift and then take a 12-hour on-call shift to completely cover a 24-hour day.
 - This allows the hourly employee to work 3 twelve-hour days and have 4 hours to use towards call hours or finishing up cases
- Autopsies
 - It takes a deputy out of the county for approximately 11 hours round trip to do an autopsy.
 - Variables include 1-70 traffic, 1-25 traffic, road closures and detours, weather and loading/unloading situations.
 - Autopsies of cases that are suspicious or homicides MUST be done the following day. Every minute that goes by, you lose evidence
 - Autopsies can only be done Monday through Friday unless high profile or homicide
 - We must accommodate the Forensic Pathologist's schedule

Difficulties

- Cases
 - 25 percent up last year from year before
 - Forecasting to be up 20-25 percent more this year from last year
 - Cases becoming more complicated and complex
 - Difficulties Identifying
 - Lawful marriages
 - Next of kin
 - Sexual orientation
 - Multiple alias'
 - Morbidly Obese
 - In the last 3 months we've had 5 decedents in the 300- 400 pound category and 1 in the 400-500 pound range o Because of staffing shortages in other offices, we are less able to depend on help moving bodies, particularly once they are in our office.
 - Dangerous scenes
 - Drugs
 - Must keep staff safe from drug exposure, including airborne hazards such as Fentanyl
 - Must keep staff safe from intoxicated and altered people at scenes
 - Environments
 - When someone dies in an unsafe environment, we put ourselves in the same conditions to remove them
 - Potentially Hazardous Conditions
 - Rafting, lakes, cliffs, avalanches, freezing, heat
 - Homes: Garbage, feces, needles, pathogens

Sleep Deprivation/ Exhaustion

- Out all night on a call
 - Call continues for hours/ days
 - Calling families, Donor Alliance, pathologist, medical centers, funeral homes.
 - Arranging on-call coverage while gone for autopsy
- Scheduling
 - Trying to cover entire county with only one person on call
- Training New Deputies
 - Ties up two staff
 - Need more time to complete tasks

- Need 2-3 months before independent
- Complete Case Handling
 - Many coroners have assistance teams to work with the survivors, remove hazards, and work with funeral homes. We handle all aspects of the case from start to finish.
 - Cases overlap - Necessary to continue working on previous cases while handling new cases

The Board asked for addition information in order to make the decision. Commissioner Cimino asked to know on average how many calls can be covered by five employees or four employees.

The Coroner will provide additional information.

There being no further business to come before the Board, the meeting was adjourned at 2:50 p.m. The minutes were prepared by Clerk and Recorder Sara L. Rosene. Approved this 23rd day of August 2022.

Merrit Linke, Chair

Attest:

Sara L. Rosene, Clerk and Recorder