

DIXON VOLUNTEER FIRE DEPARTMENT MONTHLY TEAM MEETING 4/02/2025

Meeting held at Station 1 and ZOOM. Called to order at 19:06

Members Present: Steve Jenison, Adam Mackie, Eloise Martinez, Ron Monsour, Amanda Sena, Liz Riedel, Wayne Archuleta, Alex Amend, Aaron Greenwald, Mick Oram, Don Ticknor, Frances Griego, Jessie Nichols, Larry Gonzales, Kevin Duckworth

April 2025 agenda approved. March 2025 minutes approved.

Our current available fire budget is \$742,641.15. This includes the \$500,000.00 that is earmarked the new addition to Station 1. This leaves us with an available balance of \$242,000.00. We are allowed to use money from this balance to supplement the \$500,000.00 for the addition to Station 1. We currently have \$60,000.00 balance in building improvements. The \$500,000.00 is currently listed under the wrong budget line item. We are allowed to carry over any balance we may have in the fire budget so long as we are showing progress in utilizing this budget.

Our current available EMS budget balance as calculated by Rio Arriba County is \$8,417.92 (this includes a carry-over amount of \$1,206.00 from last FY, which will not be allowed by EMS Bureau). With this deduction we would have only \$7,211.90. By our calculations we have \$5,050.78. This difference is due to invoices that have not been paid out yet. We are required to spend down our EMS budget by the end of the FY2025 or any budget not expended will revert back plus an additional amount equaling the total not expended will be deducted from our next FY2026 budget. Our deadline for submitting all requisitions is the end of May 2025.

Steve will be reimbursed for the trip to Iowa to pick up the new Rescue 3 apparatus. He will work with the Rio Arriba County finance department on the amount and which budget this cost will be paid out of. This would then leave us with a balance of \$3,500.00 in our EMS budget.

Frances Griego recommended we use the money for training in Advanced Trauma Life Support. Steve does not think we have to pay for this training but he will check into it.

Officer Reports

Rescue Chief – Amanda Sena

5 - EMS calls in March 2025. We have responded to 132 calls for the last 12 months. All Dixon EMS licenses that were due for renewal this year have been updated and issued.

Both Stryker batteries for the gurney in Rescue 3 will not hold a charge. We have submitted a requisition for purchase of a new battery at \$685.36. We currently have on loan two batteries from the Stryker representative.

Fire Marshal Report – Ron Monsour

3 - Fire calls in March 2025. A fire in Taos was dispatched out as mutual aid and then cancelled while in route. On March 6, we were dispatched out to an unattended yard fire that was immediately extinguished. On March 29, we were dispatched out to a mutual aid agricultural/Bosque fire in Alcalde. Adam gave a quick after-action review. The fire was fueled by large amounts of live and dead cotton wood trees. He stated that we used foam, which was very effective. Others were using 5-gallon portable tanks filled with water. Adam stated, be aware of other departments using chainsaws. Be safe and back off to a safe distance. March 30, we were dispatched out to Cañoncito to a Bosque Fire. Steve stated we were not informed about a burn ban the weekend of the 30th. We like to make the community aware of Burn Bans ASAP. Currently we have a Burn Ban indefinitely for Rio Arriba County. We had one MVC with head injuries. The patient refused medical evaluation.

Deputy Chief/Safety Officer – Adam Mackie

Adam went over in detail the Incident Command operating guidelines with discussion from members. These guidelines are required by ISO. We are required to follow the FEMA guidelines. These guidelines were unanimously approved with minor changes.

Scheduled Training:

- April 9, 2025 - 6:30 PM Maintenance of tools and apparatus.
- April 12 & 13, 2025 – 1:00 PM Monthly Training (Engine Boss) Adam will be providing breakfast and is asking for members attending for volunteers to bring food.
- April 16, 2025 – 6:30 PM Practical and new recruit training. Notify Adam if you need some one-on-one training.

Adam is looking for a volunteer for Sunday to assist in training for those not attending the monthly training. Anyone can come and review on your own or with another member the equipment and apparatus to become more familiar with apparatus and where the equipment is located. It is very important to know what and where equipment is located. Members can also do hands on training on any other equipment they want to become more familiar with.

Adam stated when returning from fires utilizing Brush 1, to make sure to check the separate gas tank for the fire pump located on top of Brush 1. Please refuel. The gas tank takes five gallons of unleaded gasoline.

Steve has submitted a requisition for fleet service for an oil change for Engine 3. April 3, 2025 the fire extinguishers will be serviced.

Adam advised that everyone should know where, how to set up and operate the forestry packs which are located on Engine 3.

Kevin Duckworth has completed boot camp and is currently answering calls on probation. Zandria Kline is an active member.

Adam advised that the current officers need to set up a meeting to work on revising our Initial Response guidelines to include Engine 3, and the new locations of new and old apparatus.

Chief Report – Steven Jenison

Steve stated our ISO Survey visit on March 18, 2025 went very well according to the ISO inspector and five members of the State Fire Marshal's office. They were all impressed with our preparation and overall status of our department. We will not have results of the inspection for about two months. Steve was very appreciative of all who contributed to our success. They were very impressed with the detail of our databases on First Due, spreadsheets and incident reports.

We will start preparing for our next ISO Survey visit right away. Steve and Eloise will work on modifying and updating the training spreadsheet to better fit the needs for the ISO Survey. This will also include modifying and being more detailed when filling out the Training Attendance sheet.

The Pancake Breakfast will be held May 18, 2025. A new exhaust vent has been installed over the stove in the kitchen at the Mission and the Porta-potties have been reserved. Eloise has hired someone to clean the Mission in early May. Eloise stated that the DVFD can also utilize the Yoga room which is now empty, to stage the silent auction. Steve will be asking for donations from local artists for the silent auction.

Steve would like to have two chipping events. There are currently three interested parties. The Embudo Valley Library, Carl Berghofer, and Marie Coburn are interested in being included in the chipping project.

Alex submitted a grant application two weeks ago to the US Forest for the CWDG grant asking for enough money to run two chipping projects. We are eligible for this grant every year for up to six years.

Alex will submit a grant application due on Friday with the New Mexico Association of Counties for the cost of two chipping projects which would start June 2025 with a deadline of June 2026. The total we are requesting is approximately \$55,000.00.

Steve recommended we inquire what the cost would be to hire Baby Gorilla to do a couple of projects with our chipper, using some of his personnel. This would allow some training on troubleshooting problems we may encounter with the chipper and how to resolve the issues. This small project could be paid out of the DCFD fund.

We need to be able to work and operate this machine safely. Adam suggested we identify some team leaders be trained using the chipper. Alex will get with Anthony on setting up the project and training on the use of the chipper. Alex stated we need to make some modifications and reinforcement on the trailer tongue to make it more stable to stand on its own.

We are currently entering into the fourth quarter of a NMAC grant. This grant included the Summer Cadet Program and the updating of the DVFD online website. The last part of this grant was to develop a flyer to be mailed out to all persons living in the Embudo and Dixon zip code to inform them of ways to manage their own personal property in reducing wildfire risk.

Steve spoke with Mr. Cordova on the addition to Station 1 and he stated he is working on getting the CID for the state to come out and inspect the situation with the septic tank situation. Mr. Cordova was told that we do not have any recorded of plans available for this property with the county, CID or previous contractor. So CID will come out to decide with Mr. Cordova on how to proceed with construction.

We were not awarded to Fire-House sub grant. We will try again next year, but will lower the amount we ask for to \$20,000.00.

Steve reported we participated in building fire inspections with a representative from the State Fire Marshal's office. These reports were submitted to the ISO officer during our ISO survey. We were informed that we should place bollards around the new fire hydrant in front of the Embudo Valley Library so that they can be protected from someone backing into them. Wayne will assist with this project.

We are committed to being the Rescue Unit with EMS personnel for the annual Good Friday Event on April 19, 2025. We will need to have two shifts, one in the morning and one in the afternoon. The morning shift needs to report to Station 1 at 4:00 AM and be in Chimayó by 5:00 AM. The second shift to report to Chimayó at 2:00 PM. Steve, Ron, Frances and possibly Tom will be the morning shift. We have Kevin for afternoon shift and need at least three more personnel. Steve will send out emails to recruit some more personnel for this event.

Mick has new radios and will issue them to new recruits to include Don and Kevin at the end of the meeting. He will issue Zandria a radio at a later date.

Steve advised that a strobe light will be activated when the door at Station 1 is opened to notify Adam to remember to de-activate the alarm.

Larry brought up the purchase of a drone for use when doing search and rescue. We currently have a drone but someone needs to learn how to use it.

Meeting adjourned at 20:24