



COLORADO

Division of Homeland Security & Emergency Management

Department of Public Safety

Meeting Notes

Purpose: Natural Disaster Mitigation Enterprise Board Meeting
Date: Thursday, April 10, 2025
Time: 1 - 2:30 p.m.

Welcome Remarks and Determination of a Quorum

- Welcome Remarks
- Formal Roll Call of Voting Members
 - Attendees: John Davidson, Scott Bookman, Lyn Elliott, Anne Miller, Mike Adams, Joel Minor, Claire Hathaway, Annareli Morales, Jeremy Koci, Kevin Klein, Lori Hodges
 - Quorum requirements were met
 - Other Attendees: Ilima Kane, Jennifer Johnson, Leia Pitcher

Briefings and Presentations

- Collection Update - Ilima (collections for 2025 are ongoing)

2023			
Collections Possible	\$4,857,882	Assessment	\$5,513,408
Amount Collected	\$4,855,606	Difference	\$228,304
Amount Remaining to be Collected	\$2,276		
2024			
Collections Possible	\$5,665,860	Assessment	\$7,493,444
Amount Collected	\$5,665,516	Difference	\$1,827,584
Amount Remaining to be Collected	\$344		
2025			
Collections Possible	\$10,863,186	Assessment	\$11,676,968
Amount Collected	\$973,500	Difference	\$813,782
Amount Remaining to be Collected	\$9,889,686		

The mission of the Hazard Mitigation Enterprise Board is to assist Colorado communities by funding Hazard Mitigation Projects through grants funded by fees collected on Colorado property insurance policies.

- Expenditures from July-March 2025 - Ilima

NDME Expenditures - July 1, 2024 through March 31, 2025		Approved budget for 2024/2025	Remainder
Salary	\$ 69,728.94	\$100,720	\$30,991.06
Benefits	\$ 23,935.03	\$35,199	\$11,263.97
Board Payments	\$ 1,200.00	\$2,600	\$1,400.00
Legal Costs	\$ -	\$20,000	\$20,000.00
Finance Admin Costs	\$ -	\$10,000	\$10,000.00
Printing & Postage	\$ 14.60	\$5,000	\$4,985.40
Travel	\$ 252.96	\$5,000	\$4,747.04
Training	\$ 1,258.00	\$2,500	\$1,242.00
Office Supplies & Software	\$ 356.37	\$10,000	\$9,643.63
TOTAL	\$ 96,745.90	\$191,018	\$94,272.10

- Grant Update - Ilima & John
 - Eight grants were awarded:
 - City of Commerce City: \$300,000 | Fire Mitigation
 - City of Glenwood Springs Fire Department: \$641,286 | Fire Mitigation
 - Dolores School District: \$850,000 | Flood Mitigation
 - Evergreen Fire and Rescue: \$49,200 | Fire Mitigation
 - Jefferson Conservation District: \$700,000 | Fire Mitigation
 - Mancos Conservation District: \$850,000 | Fire Mitigation
 - Platte Canyon Fire Protection District: \$850,000 | Fire Mitigation
 - Roaring Fork Fire Rescue Authority: \$539,000 | Fire Mitigation
 - Awardees have been notified and are participating in the grant agreement process
 - Applicants who were not awarded have been notified and promised feedback to help them apply again
 - Ilima will work with awardees to schedule opportunities for board members to visit projects and to take photos of the good work the grants are helping to support

Old Business

- No changes or edits were made to the previous meeting minutes. Annareli Morales moved to approve the minutes, Scott Bookman seconded the motion, and the motion passed unanimously.
- Improvements to the grant process were discussed. Generally, there needs to be more emphasis in the questions on the true impact the project will have on community members and how sustainable the impact will be. The scoring was challenging to apply and needs to be adjusted to allow the same scale to be used for each question with weights being applied to scores to highlight the importance of particular scores. The federal match application should be better aligned with the standalone project application to allow the board to more easily compare project scores for all applications together. Ilima will work out a process for board participation in edits to these elements. If the board is able to collaborate on documents and approve changes via email, the documents and process will be posted on the website. If that is not possible, an additional board meeting will be held to finalize the improvements to the grant process
- The next grant opportunity timeline was discussed. The aim will be to use collaborative documents to improve the grant process and allow the next opportunity to be announced towards the end of May. There will be a three month period for applications to be

submitted, one month for reviews, and announcements will be made shortly after the review is complete. The start of this timeline may move to June if an additional board meeting is required.

New Business

- The board discussed the signing and approval process for grant agreements. Lyn Elliott moved to allow the Board Chair to sign the agreements on behalf of NDME and to designate the Board Vice Chair as delegate should that not be possible. Claire Hathaway seconded the motion and the motion passed unanimously.
- Board terms were discussed. Ilima will reach out to board members individually who may be close to the end of their four year term to discuss possibly extending their terms.
- Ilima will schedule the annual training for open meetings for the board.

Administrative/ Public Comment Period

- No public comments were made.

Closing Remarks & Motion to Adjourn

- John Davidson thanked everyone for attending and participating. Joel Minor moved to adjourn the meeting around 2:20 pm, Kevin Klein seconded the motion, and the motion passed unanimously, ending the meeting.

Next meeting July 17, 2025. (Required Quarterly)