

Roaring Fork Fire Rescue Authority
1089 JW Drive
Carbondale, CO 81623
970.340.7040
roaringforkfire.org



SCOTT THOMPSON
FIRE CHIEF

Call to Order: 1/21/2025 9:00 Authority Board Meeting.

Roll call: President Van Walraven, Vice President Arthur, Treasurer Striegler, Board Member Young, Board Member Duroux, Board Member Heivly, Chief Thompson, Finance Director Thompson, Deputy Fire Marshal Stott, Deputy Chief Fire Marshal Mele, Division Chief of Training Palmer, Deputy Chief of Operations Cornelius, HR Director Thomas, Finance Specialist Herrera, Secretary Diamond, Attorney Cole, and Firefighter/Paramedic Wall.

Approval of Minutes: Treasurer Striegler motioned to accept the December 3, 2024 minutes. Board Member Duroux seconded the motion. All Board members favored accepting the minutes, and none opposed.

Attorney Report: Attorney Cole informed the Board that he is working on the IGA for the dispatch center that's going in on the second floor of Station 42.

-Attorney Cole also worked on tax reporting for minimum responses for the discounted housing program. Attorney Cole explained we have to report that as a fringe benefit since they didn't meet their response requirements.

-Attorney Cole told the Board that they sent inclusion petitions to the residences that needed to be included in Basalts' jurisdiction and a second set of petitions to those who have not responded.

Chief Report: Chief Thompson told the Board that concrete footers were poured for the maintenance building this week. Chief Thompson said we will see an increase in our cost due to winter conditions.

-Chief Thompson said we are going through an ISO review that started last week. Chief Thompson said the goal is to go to ISO class 2 due to better training records, hose testing, and increased staffing. Chief Thompson said we should get credit for the three-story burn tower that we're building. Discussion

-Chief Thompson told the Board Division Chief of Training Palmer is busy with records, and Deputy Chief Cornelius is busy with staffing reports.

-Vice President Arthur asked about the ETA on the tactical tender. Chief Thompson said we know it is being built right now. Chief Thompson added that we have a tactical tender at stations 41, 42, and 44 that meets the ISO requirements.

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Finance: Finance Director Thompson told the Board about Resolution 1, which designates the location to post notice of Board meeting agendas.

-Vice President Arthur motioned to accept Resolution 1, and Treasurer Striegler seconded the motion. All Board members favored passing Resolution 1, and none were opposed.

-Finance Director Thompson introduced Janet Herrera, the newly hired Financial Specialist. Finance Director Thompson said they are getting audits ready, doing the election process for both districts and attending election training.

-Finance Director Thompson said six Board Members are up for election: three from SWFPD and three from Basalt Rural and Fire District. Finance Director Thompson told the Board the call for nominations is due **by February 28, 2025**. Finance Director Thompson explained that if we get as many nominations as we have spots, we will cancel the election on March 4, 2025. Finance Director Thompson said if we have more, we will do two mail-in elections for both Districts, and the election date is May 6, 2025.

-Finance Director Thompson said she has begun the task of closing out 2024 for all three entities. Finance Director Thompson told the Board an audit is scheduled for May.

-Finance Director Thompson added that W-2s are almost complete and will be sent electronically and by mail this week.

-Finance Director Thompson said the RFFRA budget is coming in under budget at 90% overall and 95% in operations. Finance Director Thompson said she continues monitoring our wildfire revenue as we still have \$363,748.35 outstanding. Finance Director Thompson added that the billing has all been completed on our end; the delay is with the Colorado Division of Fire Prevention and Control. Finance Director Thompson told the Board that the Authority collected an additional 12% of revenue, including the delayed wildfire revenue over the budgeted numbers. Finance Director Thompson said the budgeted revenue was \$12,231,195, and the revenue collected was \$13,699,385, which added \$1,468,190 to the Authority's revenue.

Discussion

-Finance Director Thompson said the Fire Marshal's Office set up Municipay in 2023, helping people pay on time and generate more revenue.



HR Report: Human Resources Director Thomas updated the Board that we are in the second year of our new Compensation Plans. Human Resources Director Thomas sent letters to every paid employee explaining where they are and where they can expect to move, including longevity or premium pay.

-Human Resources Director Thomas said she posted for two full-time Firefighter / EMT positions, preferred Paramedics and four Wildfire Severity positions.

-Human Resources Director Thomas said she has completed the review of performance evaluations.

Fire Marshal Report: Deputy Chief Fire Marshal Mele told the Board they hosted the FMAC Western Slope Fire Marshals of Colorado Association.

- Deputy Chief Fire Marshal Mele said lots of construction on the ski hill at Sam Knob. Deputy Chief Fire Marshal Mele added the town is doing construction with their large employee housing project.

- Deputy Chief Fire Marshal Mele said they are trying to prevent sprinkler freezes proactively.

-Deputy Fire Marshal Stott added that they are meeting with the Eagle County senior citizens next Tuesday from 11:30 to 12:30 to discuss safety. Deputy Fire Marshal Stott said they hope to do this quarterly, which will help with our ISO rating. Deputy Fire Marshal Stott said they hope to push more fire topics out in the newspaper and radio.

Deputy Chief of Operations Cornelius Report: Deputy Chief of Operations Cornelius gave the Board an overview of 2024, saying we are up 5.4%. Deputy Chief of Operations Cornelius said we ran 2,820 incidents last year, an increase of 144 over 2023.

-Deputy Chief of Operations Cornelius showed the Board a graph for incidents by stations; this showed that we're somewhat evenly split for 2024 between the Snowmass and Basalt Districts. Deputy Chief of Operations Cornelius said 47% of our incidents, or 1,338, were from Station 45. Deputy Chief of Operations Cornelius said this helps determine staffing for each station.

-Deputy Chief of Operations Cornelius reviewed a graph of incidents by incident type for 2024 with the Board. Deputy Chief of Operations Cornelius said 46% of our incidents are EMS-related. Deputy Chief of Operations Cornelius explained that the yellow and green portions of the graph were either good intentions or false alarms; this is 43% of what we do.

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-Deputy Chief of Operations Cornelius showed the Board a graph of incidents by the day of the week, showing Thursday was the busiest day.

-Deputy Chief of Operations Cornelius reviewed a graph of incidents by month, showing December as the busiest month in 2024 compared to January in 2023.

-Deputy Chief of Operations Cornelius reviewed a graph with response times.

-Deputy Chief of Operations Cornelius lastly showed a graph of patients evaluated in 2024, which showed an increase in our EMS-related incidents. Deputy Chief of Operations Cornelius said this information will be included in the Annual Report.

-Deputy Chief of Operations Cornelius said President Van Walraven signed an updated purchase agreement with Ituri. Deputy Chief of Operations Cornelius noted the contract is approximately \$2.2 million. Deputy Chief of Operations Cornelius said it covers three Wildland 3 apparatus and two mini pumpers. Deputy Chief of Operations Cornelius added we should see the first Wildland 3 in March or April. Deputy Chief of Operations Cornelius said the ambulance chassis is in Washington and expects delivery in September.

Master Plan Discussion: Chief Thompson told the Board that the master plan has been updated with changes to the staffing levels, so it is correct.

Public Comments: None

Board member comments: President Van Walraven said thanks for a great annual party; it was very well attended.

-President Van Walraven informed the Board that the Authority no longer employs Kevin Issel.

-Board Member Young said our new County Commissioner, Jeffrey Woodruff, was sworn in last week. Board Member Young is asking the Board to develop a list of items the County Commissioners can do to help citizens make changes, like reducing the time frame to get a permit for a fire-retardant roof.

Staff Comments: Chief Thompson addressed why we didn't send firetrucks to California's wildfires. Chief Thompson said we had three members out with injuries, which affects our staffing numbers. Chief Thompson also explained that California requires a CDL driver; in the

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past, we had to turn around and come back without a CDL driver. Chief Thompson added that our new trucks will weigh less and not require a CDL driver.

Old Business: None

New Business: None

Adjournment: Vice President Arthur motioned to end the meeting, and Board Member Duroux seconded the motion. The meeting ended at 9:36 none opposed.

To review video in its entirety:

RFFRA - <https://youtu.be/QAEBZXnflzM>