



**RECORD OF PROCEEDINGS
REGULAR BOARD MEETING
July 19, 2022**

Authority Board President Ed Van Walraven called the meeting to order at 9:00 a.m. Board members present were Ed Van Walraven, Leroy Duroux, John Young, Scott Arthur, Dave Heivly (via Lifesize), and Elizabeth Striegler. Others present were Chief Scott Thompson, Deputy Chiefs Richard Cornelius, Fire Marshal John Mele, Deputy Fire Marshal Brooke Stott, Division Chief Daniel Palmer, Finance Director Jennifer Thompson, Human Resources Director Renee Thomas, IT Director Erik Johnson, and Attorney Bob Cole.

Guest: Dan Qualman, Senior Consultant with Emergency Services Consulting International.

Minutes of June 21, 2022 Meeting:

Director Young made a motion to accept the minutes as presented, the motion was seconded by Director Arthur. All were in favor and the motion carried 6 – 0.

Attorney's Report:

Attorney Cole stated at the last meeting the RFFRA by-laws were approved. He encourages everyone to use it as a resource to guide meeting structure. It should be referred to frequently.

He has also been working on some subpoenas for records. This has been taken care of without having to go through the judicial subpoena response process. It was an out of state request and the attorneys involved are satisfied.

He has also been working on a records retention schedule for the Authority. This is a work in progress with the State Archivist.

Chief's Report:

Station 46 has been sheet rocked, textured, and is ready for paint. Some other small projects are still in the works on site.

Chief Thompson introduced Dan Qualman. He is the retired Fire Chief from South Metro. Master plan presentation by Dan Qualman. He is going to discuss the high points with the Board, explain how that study was conducted, and go through some of the parts of the study that are difficult to understand by just reading it. The Authority has a lot going for it. His job is to look into what is going to happen in the future. They've tried to identify risks and opportunities. The master plan was shared on screen and explained for everyone. They used ISO and NFPA standards when figuring out response times, road miles and station/apparatus placement. Questions and answers.

Chief Thompson explained the difficulties with dispatch generating accurate times on calls. We have identified a lot of areas that need improvement with dispatch. We are working on them. To fix this problem correctly will cost several hundred thousand dollars.

Chair Ed Van Walraven asked how we wanted to proceed with the results of the master plan. Chief Thompson stated that a lot of the short-term goals have been completed or are currently being worked on. We will update the list of goals so that it will be easy to tell what has been completed and what has not. The long-term goals all revolve around going to the tax payers for more money or an additional source of funding. We would need two towns and two counties to agree to a plan such as sales tax.

Chief Thompson feels that the mill levies that we currently charge our tax payers are very low considering other neighboring areas. We have grown to the point where we need to make some serious change.

Having a third party such as ESCI tell us that will set better with the tax payers than if we were to say this ourselves. ESCI is a credible organization. Discussion.

Chief Thompson stated that we have two distinct questions coming up. One is the mill rate increase to fund staff and the other is a bond issue to fund station expansion. Finance Director Jennifer Thompson stated that she would advise against going to the tax payers for a vote this fall as we do not have enough time to properly present our needs. This is going to be a big sell. We will need to get a public relations firm to assist us. DC Cornelius stated that Hillary suggested doing a tax burden analysis to determine the carry capacity of our tax payers to find out what would be feasible related to a mill levy increase and a bond issue. Chief Thompson would like to start working on the tax burden analysis. We could hire Tom Oken this year to perform this analysis for us before we have to make some decisions next year. Chair Ed Van Walraven stated that he would like to take the time, however long that may be, in order to get this right, the first time.

Chief Thompson stated that in Snowmass Village we would have a mill levy increase question and a question to continue the capital fund mill levy and possibly increase it to one mill. For Basalt, the mill levy increase would be one question and the bond issue would be the second question. Director Scott Arthur asked when the capital mill levy was due to run out in Snowmass Village. Finance Director Jennifer Thompson stated

that it would expire in 2026. We would have to have an election in 2025 for this issue. It's much easier to continue taxes or increase taxes that is already being collected than ask for something new. Finance Director Jennifer Thompson stated that we need to add the tax burden analysis and public relations firm to the budget and get it approved for next year. Chief Thompson stated that we need to sell ourselves to our communities. Finance Director Jennifer Thompson stated that the next available election date is May 2, 2023.

Attorney Bob Cole stated that we need to educate our communities about the need to raise taxes in order to keep providing quality services for several months before we have to write a ballot question.

Fire Marshal's Report:

Fire Marshal John Mele stated that we just received plans for the second Viceroy building. The Tree Farm project is beginning to go vertical. We've brought on two new Fire Inspectors because Sarah Pickard is retiring in September.

Deputy Chief Cornelius' Report:

COVID-19

We are seeing some members utilizing COVID-19 Emergency Sick Leave due to illness. YTD 1374.75 hours of CESL have been utilized. The predominant variant in Colorado is the BA.5 (40.7% as of June 19th). The BA.5 does not cause severe illness or hospitalizations compared to other previous variants; however, it does appear to be very easily transmitted. The 7-day average positivity is (11.44%) on PCR tests. The Authority still has an enhanced PPE requirement and is following CDC guidelines and recommendations.

June Volunteer Hours

735.5 total volunteer hours

275.5 In-station hours

239.5 Responding from Home/Work (164 of which were OCO hours)

220.5 All-Call Only

Incidents

In June 2022, we responded to 158 Total Incidents; 84 of those were EMS related. In June 2021, we responded to 219 Total Incidents; 98 of those were EMS related. This is a decrease of 61 incidents or -27.9%

From January 01, 2022 to June 30, 2022, we responded to 1200 Total Incidents; 603 of those were EMS related. From January 01, 2021 to June 30, 2021, we responded to 1179 Total Incidents; 582 of those EMS related. This is an increase of 21 incidents or 1.8%.

Ambulances

We are still awaiting a chassis for the ambulance that was ordered last year. Once the chassis is received it will take between 280-320 days for delivery. An EMTS Grant was

approved on June 27, 2022 for \$126,195. The EMTS grant will cover another ambulance equipped with a power cot and load system. It will be ordered once an executed purchase order is received.

Bundled Billing Rates

The new bundled billing rates for Emergency Medical Transportation (EMT) services took effect July 01, 2022.

Deputy Chief Issel's Report:

Deputy Chief Issel stated that we have a lot of special events happening that we are not able to staff. People are just getting burned out.

Our fire stations are in great shape. Station 42 is getting station alerting installed in August. All of our stations have security cameras installed on them now.

We just finished having the pumps and ladders tested on all of apparatus. They all passed.

Human Resource Director's Report:

HR Director Thomas stated that Jennifer Diamond was hired as the executive assistant. She will start on Monday.

We will be having part-time and volunteer recruitments this fall. Director Arthur asked what the time-line was for getting new volunteers on board. DC Cornelius stated that we will be accepting volunteers with and without certifications. Those with certifications can be brought on board much faster. Those without certifications will have to attend either the Firefighter I academy or the EMT class at CMC before being accepted.

She started doing compensation survey analysis.

HR Director Thomas stated that at the next meeting she will talk about State and Federal Laws that are going to affect our policies.

Finance Director's Report:

Finance Director Jennifer Thompson stated that we just finished the second quarter of 2022. Our operating budget is running at about 47%. This is a good place for it to be at the end of June. We should start to see an increase in ambulance revenue in the next couple of months. The wildland assignment in Arizona was billed out. It came in at about \$71,000.

The new representative from DOLA will be coming out to tour Station 46 on August 3. We have about \$200,000 left on the grant. We should receive \$140,900 reimbursement from them today on the last pay out.

Finance Director Jennifer Thompson will be meeting with staff starting in August to start building a preliminary budget that will be brought before the Board in September. She will have draft numbers for the mill levy assessments on August 24.

Jennifer Thompson asked the Board whether they wanted to move the venue for the August 16 RFFRA Board meeting to Station 42 since we've had so many meetings in Snowmass Village and there is a B&RFPD Board meeting that night at Station 42. Discussion. The movement of the RFFRA Board meeting on August 16 to Station 42 at 9:00 a.m. was approved.

Public Comments:

None

Board Comments:

Director John Young asked what was happening with the severity patrol. How many calls have they had, etc.? Have they put out any fires? DC Cornelius stated that the severity patrol is staffed seven days per week on a rotating schedule throughout our District. If we have a single response crew, they are assigned to a specific zone within the District. They have specific assignments each day. They are doing home wildfire inspections. We have another crew out on wildfire assignment in Texas. Chief Thompson stated that we can give you a full report at September's meeting. The severity patrol is attending community events along with the career staff.

Director John Young stated that our public gathering event (National Night Out) is scheduled for August 2. He would like to see something put together for Snowmass Village. Deputy Fire Marshal Brooke Stott stated that National Night Out is in partnership with all of the local law enforcement agencies. Director Heivly stated that he feels that this event would be better attended in mid-valley than in Snowmass Village.

DC Richard Cornelius stated that the summer event was rescheduled for August 20. We will be having a picnic at the lake in the Blue Lake subdivision from 12:00 to 5:00 p.m. Maybe we could plan the fall social event somewhere in Snowmass Village. DC Issel stated that we do the annual 9/11 hill climb every year on 9/11 followed by a picnic. This is a public event.

Staff Comments:

None

Old Business:

None

New Business:

None

Volunteer Meeting:

The next volunteer meeting will be held in person on Thursday, August 4, 2022 at 6:00 p.m. at Station 42. Director Arthur stated that he would attend this meeting.

Non-Agenda Items:

None

Adjournment:

Director Duroux made a motion to adjourn the meeting, it was seconded by Director Striegler. All were in favor and the motion passed 6 – 0. The meeting was adjourned at 10:58 a.m.

To watch this meeting in its entirety, please go to the following link:

https://youtu.be/qxPWGJbAA_U