

**RECORD OF PROCEEDINGS  
ROARING FORK FIRE RESCUE AUTHORITY  
VIRTUAL BOARD MEETING**

**March 16, 2021**

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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, Bill Boineau, and Dave Heivly. Other's present were Chief Scott Thompson, Deputy Chiefs Pete Bradshaw and Kevin Issel, Fire Marshal John Mele, Deputy Fire Marshal Brook Stott, Division Chiefs Richard Cornelius and Terry Cox, Finance Director Jennifer Thompson, Human Resources Director Renee Thomas, IT Director Erik Johnson, Attorney Bob Cole, and Administrative Assistant Susan Herwick.

**Minutes of February 16, 2021 Meeting:**

Director John Young made a motion to accept the minutes, the motion was seconded by Director Leroy Duroux. All were in favor and the motion carried 5 – 0.

**Public Comments:**

None

**Attorney's Report:**

Chief Thompson stated that we need to know whether we can let the Fire Officers know who has declined to be vaccinated so that they can make sure that those people are adhering to the additional mask requests. Attorney Bob Cole stated that he would get back to him today with an answer.

**Chief's Report:**

Chief Thompson stated that a building permit was submitted for Station 46. We are putting the project out to bid for a contractor. All additional items required by Pitkin County have been submitted.

Chief Thompson thanked Deputy Chief Bradshaw for his time spent with us and presented him with a plaque of appreciation and a Distinguished Chief challenge coin for his years of service. Deputy Chief Bradshaw thanked the Board and Staff for their help and guidance during his years here.

**Deputy Chief of Operations Report:**

Deputy Chief Pete Bradshaw stated that the transfer of his duties to other people has been completed.

**Deputy Chief of Administration Report:**

Deputy Chief Kevin Issel stated that Snowmass mountain closes in one month and responses will slow down. New signs are on order for the Stations. Facilities are running well. We have been farming fleet problems out.

**Deputy Chief/Fire Marshal Report:**

Deputy Chief John Mele stated that cranes are starting to go up around Snowmass Village. We are working closely with the Town on this year's wildfire mitigation project.

**Division Chief of EMS:**

Division Chief Cornelius stated that State will reevaluate their COVID meter again in April. The vaccine timeline is being moved up. Pitkin and Eagle Counties are level yellow. COVID incidents are up in Pitkin County but down in Eagle County. The District has eased mask wearing restrictions for those members who have received both vaccine shots.

Division Chief Cornelius stated that we made it through the initial desk audit for the Colorado EMS Supplemental Payment. All participating agencies are subject to this audit. We will be notified on April 06, 2021, if we are selected for a comprehensive audit. The Colorado EMS Supplemental Payment is expected in September.

**Division Chief of Training:**

Wildland fire training is scheduled to start later this month for both refresher, new and advanced levels. Colorado Mountain College (CMC) is offering a Firefighter I and Hazardous Materials class in May. Volunteer re-entry training has been taking place on shift to catch them up on any new equipment that was purchased or policies that changed during COVID.

**HR Report:**

Human Resources Director Renee Thomas stated that we are finalizing the work that the sub-groups have been doing for the strategic plan on organizational excellence and organizational culture. They will present their report to the executive staff next week. Then the hard work on the strategic plan will begin.

We have sixteen applicants for the part-time firefighter position. A fleet mechanic technician is still needed.

We have posted internally for the position of Lieutenant and will post soon for the position of Battalion Chief.

Chief Thompson stated that he will be taking over operations for the time being until we can transfer these duties to another person.

**Finance Report:**

Finance Director Jennifer Thompson stated that 16% of the budget has been spent so far. Lots of bills have been paid up front.

UMB contacted her, they are the bank that holds the bonds for both B&RFPD and SWFPD. The SWFPD bonds are up for review next year. Jennifer has hired a company

out of Denver to do the bond review in March-April next year. The cost of this review will be approximately \$2000. If we owe any money, we will need to file a form with the IRS. There are no penalties involved but we may need to pay some taxes.

**Information Technology:**

No report

**Board Comments:**

Director Young stated that he attended the virtual volunteer meeting. He thanked everyone for leading by example and getting vaccinated.

Director Young stated that he noticed that Aspen Fire had hired one of our own to become the next Deputy Chief. We are turning out great people who can further their careers elsewhere.

**Staff Comments:**

None

**Old Business:**

None

**New Business:**

None

**Volunteer Meeting:**

Director Duroux stated that he would attend the virtual volunteer meeting on Lifesize at 6:00 p.m. on 4/6/2021.

**Non-Agenda Items:**

None

**Adjournment:**

Director Duroux made a motion to adjourn the meeting, it was seconded by Director Young. All were in favor and the motion passed 5 – 0. The meeting was adjourned at 9:28 a.m.

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

[https://youtu.be/AY1P\\_LUKe-8](https://youtu.be/AY1P_LUKe-8)