



**RECORD OF PROCEEDINGS
REGULAR BOARD MEETING
October 17, 2023**

Call to Order:

Noting a quorum was present, President Ed Van Walraven called the meeting to order at 9:04 a.m.

Roll call:

President Van Walraven, Vice President Arthur, Treasurer Ellie Striegler, Board Member Leroy Duroux, Board Member John Young, Deputy Chief of Operations Cornelius, Human Resource Director Thomas, Deputy Chief Fire Marshal Mele, Deputy Fire Marshal Stott, IT Director Johnson, Finance Director Jennifer Thompson, Deputy Chief of Administration Issel, Executive Assistant Diamond, Fire Chief Thompson, Assistant Fire Marshal Pidcock (Lifesize) Lieutenant/Paramedic Waltenburg, Battalion Chief Hutter

**Drew Detrick Presentation of Award
Swearing in and badging for Jesse Tanner**

Approval of September 2023 minutes:

Treasurer Striegler motioned to approve the meeting minutes from September 19, 2023. Board Member John Young made a second motion to approve the board minutes, no discussion; non-opposed passes 5-0.

Attorney Bob Cole Report:

Unable to attend

Fire Marshal Report in place of Attorney Report:

Deputy Chief Fire Marshal Mele informed the Board of a saved house fire in Snowmass Village. Deputy Chief Fire Marshal Mele reminded the Board that RFFR is called out to thousands of calls a year that are referred to as unwanted or good intent by the steam shower or faulty alarm; however, on October 6, 2023, RFFR in Snowmass Village was paged to a fire alarm call that turned out to be a heat tape fire that breached the roof and living room of a residence. Deputy Chief Fire Marshal Mele says that RFFR saved a million-dollar house; we responded in a manner that is always professional, and this is one incidence where we saved property value.

Vice President Arthur reminds everyone that a fire alarm is a fire unless proven otherwise. President Van Walraven reiterated what was said and thinks keeping this procedure in place to respond to all fire alarms as if there is a fire is wise.

Board Member Young thanks Deputy Chief Fire Marshal Mele, who assisted him on Friday last week while Chiefs were out of town; Jeffrey Woodruff was introduced to Station 42 as he has never been there. Board Member Young said the governor appointed Woodruff to be on the Wildfire Commission, and they are having their first meeting this Friday; he wanted to gain some knowledge, whatever we could share with him for his first meeting on the Commission. Board Member Young said Woodruff came to Station 42 to learn and will likely be Child's replacement for the Pitkin County Commissioner. Board Member Young explains that Blue Lake had a fire that morning, and Deputy Chief Fire Marshal Mele showed up at Station 42 to give his expertise and help with a station tour. Board Member Young thanked Deputy Chief Fire Marshal Mele for his time and support.

Strategic Plan Career Progression Presentation -Firefighter Paramedic Mo McPhee:

Firefighter Paramedic McPhee has been with RFFR since 2014 and has seen some progression as the departments have changed over the years. Firefighter Paramedic McPhee thanked the Fire Marshals for their work, as they are sometimes overlooked, and it comes down to the work they start with fire codes and inspections. Firefighter Paramedic McPhee said 2020 is when we began the career progression plan that came out of the strategic plan. Volunteers who stepped up to be on this committee included Nick Wall, David Klebes, Andy Fisher, Brooke Pashley, and Brooke Stott. Firefighter Paramedic McPhee and this group developed a career progression plan for new hires to show them how they get proficient at different pillars of knowledge within the fire department, including structure fire, wildland fire, and EMS. Firefighter Paramedic McPhee said the disciplines are formed on the foundation of good leadership. Firefighter Paramedic McPhee noted that the team developed guiding principles: department needs, a strong foundation in all disciplines, and financial responsibility.

Firefighter Paramedic McPhee stated in the packet the career progression map on top has different fields; the first boxes show the minimum requirement, then eligible to take classes to progress your career financial responsibilities into AG-14. Firefighter Paramedic McPhee advised the Department may require you to progress when needed. Firefighter Paramedic McPhee explains this creates different subject matter experts. Firefighter Paramedic McPhee said when you can drive the engine, we will approve in-state classes for you; when you can drive everything in the Department, we will start investing in you. Firefighter Paramedic McPhee said the required top boxes support what RFFR will pay for. Firefighter Paramedic McPhee said this creates a road map, a category that is not there yet but may be needed. The Board thanks McPhee for the work. The Board said they did a terrific job, which will be an excellent tool for new hires; this also highlights the need for a new training facility versus sending them out of the county. The Board said again thanks to the committee; like the cultural committee, this is the second colossal accomplishment of the strategic plan.

Fire Chief Thompson Report:

Chief Thompson advised he has been working with Attorney Cole on Station 46's tank failure. Chief Thompson said he got an initial report to review, and it's most likely going to insurance

and litigation. Chief Thompson said they are working with the engineer to fix the problem. Chief Thompson's goal is to get the sprinkler up by November.

Chief Thompson said the 20-year plan was to replace the Old Snowmass pumper and make that a reserve pumper. Chief Thompson said Pierce Manufacturing is four years out and wants to sign a contract to get a pumper in the works. Chief Thompson said the contract reads that Pierce can raise inflation rates and wants it reviewed by attorney Cole. Chief Thompson advised just to be aware of costs as we last bought in 2018 for \$700,000, which will now be raised to \$1.2 million. Board member Arthur asked if the cost raise was due to inflation. Chief Thompson said no guess but wants Attorney Cole to review the contract, and we can cancel if needed; there is a fail-safe in the agreement where they retain 10% percent if we cancel the contract. Chief Thompson said if this happens or we do not sign, we must wait four more years. Chief Thompson said if we get our training facility, we will be in ISO as a reserve status.

Chief Thompson advised a Station 42 update that Tom Newland Project Resources is working on our behalf, and he said we would have to condemn Station 42. Chief Thompson said Detwiler has yet to pick an architect. Chief Thompson said we are now getting the land purchase and waiting to have a public hearing if we qualify for this. Chief Thompson said they did the same for Station 46, which will speed things up; he thinks two public hearings will go through Roaring Fork Planning, not anticipating any issues.

Finance Director Report:

Finance Director Thompson said Pitkin County has yet to give her numbers, so she is going with a ten percent decrease as nothing has changed in the budget. Finance Director Thompson advised the first statutory review is at the end of October and the beginning of November. Finance Director Thompson said we will see if the numbers change; currently, there is \$30,000 in the blank. Finance Director Thompson said she hopes to come in less than that now. Finance Director Thompson said we are just waiting on the numbers. Finance Director Thompson said the budget calendar stats are the same; if HH passes, we will change in December, and she can certify mills December 10, just waiting for the November 7th election results. Any Questions? no questions

HR Director Thomas report:

HR Director Thomas says nothing new to report. HR Director Thomas advised the Strategic Planning Committee is finalizing a step plan that will be ready to go in 2024. HR Director Thomas said the Compensation Team is developing a manual with Facts and Questions. HR Director Thomas said she is working on the program until the final budget. HR Director Thomas said IT Director Johnson is working on the on-boarding and off-boarding project. HR Director Thomas said the lead for the Awards and Recognition Committee is out for now, and she will take the lead for the Awards Dinner for now. And in January 2024, we should be back on track.

HR Director Thomas said after the 1st reading of the budget, we will advertise for 2024 positions; we want a head start on job offers. HR Director Thomas advised that 2024 jobs will be contingent on the budget for next year, and she wants to be ahead of the game.

Deputy Chief of Operations Report:

September Volunteer Hours

272.25 total volunteer hours

164.25 In-station hours

78 Responding from Home/Work

30 All calls only from Home/Work

Incidents

September 2023

225 Total Incidents

96 EMS related incidents

September 2022

216 Total Incidents

95 EMS-related incidents

Increase of 9 incidents

4.2% increase

2023 YTD

2032 Total Incidents

927 EMS related incidents

2022 YTD

1886 Total Incidents

908 EMS-related incidents

Increase of 146 incidents

7.7%

New Power Load

2202 (2012 Ford F-450 MedTech) has a Power Load, which means all Authority ambulances now operate with a Stryker Power Load and Power Cot. Thanks to Cody for getting this installed, and thank you to the Authority BOD for supporting this critical capital purchase. It will be operating as a primary ambulance at Station 45 to balance miles of the Authority's fleet of ambulances.

MAMA

On Sunday, October 1, we responded to the Morrisania Mesa Fire 3 miles east of Parachute as part of MAMA in Brush 41. Thanks to the crew (Evan Levine and Ethan Printy) and those who provided backfill during the assignment. The fire was held to 61 acres, with one structure and one large shop lost. A lightning strike caused the fire.

Hose Testing

Annual hose testing is taking place. This is required by NFPA 1962 and allows us to receive maximum points for our hose testing program. Hose testing is labor intensive, and I appreciate all involved particularly the on-duty crews.

RFP

A Request for Proposals was sent out for a Super Single Type 3 Brush Truck. Currently, seven manufacturers have the RFP: QTAC Fire and Rescue Apparatus, BME Fire Trucks, Skeeter Emergency Vehicles, SVI Trucks, BFX, Rebel Brush Trucks, and Heiman Fire Equipment. BFX has already declined to bid as they are not currently building Type 3 Brush Trucks. Proposals are due in November. The Wildland Committee will review RFPs and recommend a manufacturer, which will be covered during the December Authority Board of Directors meeting. Over three years, the Authority will purchase three Super Single Type 3 Brush Trucks.

Orientation and on-boarding for Part-time Firefighter/EMTs and Firefighter/Paramedics

Orientation and on-boarding started on October 2 and will be completed on October 28. Thanks to the Training Division and all members who have served as instructors throughout this important process.

Snowmass Village and El Jebel Structure Fires

Thanks to all members who were involved in supporting these two successful incidents where operations were safely and efficiently completed, and loss was stopped. We will conduct an After-Action Review (AAR) of the VILLAGE RUN CIR structure fire this afternoon, where Fire Prevention will also share their findings. An AAR of the ERMINE LN structure fire will occur at the November officer meeting.

Deputy Chief Administration Issel Report:

Deputy Chief Administration Issel says he is getting ready for winter, checking up and down valley plow trucks and ATVs going to tracks when we see snow, and winterizing Station 41. Deputy Chief Administration Issel worked on AG-21 building guide key points and wants the Board to be aware of outside persons using our facilities; it's become cumbersome. Deputy Chief Administration Issel said tending to the needs of the public required some changes as they need help with the projector and Lifesize so we changed to hours where admin staff is there. Deputy Chief Administration Issel explains that the Authority comes first, then other preferences for government agencies. Deputy Chief Administration Issel said this policy added rules for cleaning and emptying the garbage. Deputy Chief Administration Issel said outside agencies use all five stations for public meetings; if there are any questions, let him know. Chief Thompson wants the Board to be aware of the changes in case we tell the public we cannot assist them or if they complain about use outside those hours there are now charges for the homeowners. Vice President Arthur asked how many after-hours users there were. Chief Thompson said a handful. Chief Thompson added that Anderson Ranch is not charged as they already have an agreement. Chief Thompson said in the past, we have had alcohol problems, and this contract will take care of that. Chief Thompson said there have not been any issues in Thomasville. Chief Thompson noted that Eagle County charges for their space, so if the public wants to use our space, they must sign a contract and pay the fees.

Master plan discussion:

Chief Thompson said the team is working on the Master Plan and will prompt the executive staff to record changes.

Public comments:

None

Board Member comments:

Board Member Young says the election is coming up, and the Basalt Board will discuss it in their Board Meeting later today. Board Member Young reminds the Board that the election will be over by the time this Board meets next month. Board Member Young reminds the Board when you are approached by people asking any questions to be an advocate for Roaring Fork Fire Rescue by recapping what Station 42 needs and explaining what we are doing and why.

President Van Walraven asked if Attorney Cole was able to create the do's and don'ts sheet for the Board. Chief Thompson said, unfortunately, this will only be complete after election day. Chief Thompson reminds the Board regarding an email chain that you can only have up to two Board members on the email, and three Board Members are in violation. Board Member Young asks if they should write letters to the Editor. Chief Thompson said yes, you can do this; be careful, as it also acknowledges people against us who will write negative letters to the Editor.

President Van Walraven and Chief Thompson will be at the Basalt Library next Wednesday at noon for a 25–45-minute discussion on proposition HH, the pros and cons, and an admin discussion for pot use. Board Member Van Walraven and Chief Thompson will be there to answer any questions and reiterate plans to the public about giving back a mill (one million dollars), housing infrastructure needed at Station 42, land acquisition for Station 42, new fleet facility needs for Station 42 and a much-needed training facility for Station 42 located mid valley.

Staff comments:

None

Other News:

President Van Walraven asks for a volunteer Board Member to attend the meeting on election day, November 7, 2023. Board Member Young will attend.

Adjournment:

09:59 Vice President Arthur motioned to adjourn. Board member Leroy Duroux seconded the motion, and the motion passed unopposed.

To watch this meeting, please go to the following link.

<https://youtu.be/IHH7GaWXQUU>