



**RECORD OF PROCEEDINGS  
REGULAR BOARD MEETING  
December 3, 2024**

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**Authority Board Meeting Roll Call:** President Van Walraven, Treasurer Striegler, Vice President Arthur, Board Member Heivly, Board Member Duroux, Board Member Young, Chief Thompson, Deputy Chief Cornelius, Deputy Chief Issel, HR Director Thomas, Finance Director J Thompson, IT Director Johnson, Secretary Diamond, Deputy Fire Marshal Stott, Fire Marshal Mele, Division Chief of EMS Luttrell, Division Chief of Training Palmer.

**Call to Order:** 9:32 12/3

**Approval of Minutes:** Treasurer Striegler motioned to accept the Board Minutes from November 19, 2024. Board Member Heivly seconded the motion. There was no discussion, and all favored accepting the minutes.

**Attorney Report:** none

**Chief Report:** Chief Thompson told the Board there was a Holland Hills structure Fire two weeks ago. Chief Thompson said no injuries occurred, and they stopped loss in the house's roof. Chief Thompson said we received mutual aid from Aspen Fire, Aspen Ambulance, and Carbondale Fire.

**Finance:** Finance Director Thompson told the Board yesterday that Pitkin County's number came in with no significant changes. Finance Director Thompson said the budget message goes to the State outlining our capital items for the year. Finance Director Thompson said there is some fluctuation moving some things around; the numbers did go up.

-Finance Director Thompson told the Board that Resolution 4 is the supplemental budget for 2024; this helps get the beginning balance for 2025.

-Vice President Arthur motioned to accept Resolution 4; Treasurer Striegler seconded the motion. All favored passing Resolution 4; none opposed it.

-Finance Director Thompson said Resolution 5 is the submittal of the budget for 2025. Finance Director Thompson said the estimated expenditures for the year include the capital items of \$14,971,109. Finance Director Thompson said line 2 demonstrates what our revenues will look like for next year. Finance Director Thompson told the Board the unappropriated surpluses are a carryover from last year. Finance Director Thompson said fund transfers are from both districts. Finance Director Thompson explained that other sources are ambulance revenue and special events budgeted in the revenue line item.

-Treasurer Striegler motioned to pass Resolution 5; Vice President Arthur seconded the motion. All Board members favored passing Resolution 5, but no one opposed it.

**HR Report:** HR Director Thomas told the Board that we started part-time work for seven new hires on Sunday. HR Director Thomas told the Board we have 96 members, 20 volunteers, and 76 paid staff.

HR Director Thomas said new membership guidelines explaining where we are and what they are proposing are included in the packet. HR Director Thomas told the Board that the Volunteer Board wants to get rid of the point system and go back to the foundation, having volunteers respond to incidents in the community. HR Director Thomas said the Volunteer Board took out mandatory responses to optional / appreciation events to focus on life safety support for the community, which lowered the criteria for the Volunteers who are already working elsewhere. HR Director Thomas told the Board in addition, the Volunteer Board wants to create quicker recognition for newer volunteers. HR Director Thomas said if new members meet the membership in good standing guidelines, they can now qualify for LOSAP as soon as it is earned. HR Director Thomas told the Board that the volunteers also asked to increase their health and wellness from \$1500 to \$3000 for the members in good standing. HR Director Thomas explained to the Board that the numbers are built into the budget, but we need board approval to increase health and wellness and to change the LOSAP waiting period.

-Board Arthur motioned to accept these changes, and Vice President Arthur seconded the motion.

Discussion: All Board Members favored making these changes, and none opposed them.

**Fire Marshal Report:** None

**Deputy Chief Cornelius Report:** Deputy Chief Cornelius told the Board he is traveling to Creswell to order mini pumpers and anticipates the first arrival in June 2025.

**Deputy Chief Issel Report:** Deputy Chief Issel told the Board the IGA is almost finished with ECSO to buy fuel from them while Station 42 is under construction.

-Deputy Chief Issel reminded the Board of the Volunteer meeting tonight at Station 42. Board Member Arthur will attend.

**Master Plan Discussion:** Board Member Arthur clarified the minimum staffing requirement with Chief Thompson. Board Member Arthur said the master plan for minimum staffing was 12 people on shift and this goal was not met in 2024 and not scheduled for 2025. Chief Thompson said we did not have the budget for 12 minimum staffing and would review and rewrite it to a minimum staffing of 10 people on shift.

**Public Comments:** none

**Board Member Comments:** Treasurer Striegler thanks finance for getting the budget out.

**Staff Comments:** None

**Old Business:** None

**New Business:** Secretary Diamond gave the Board the 2025 Board Schedule. Secretary Diamond reminds the Board of the Annual Dinner **on January 11, 2025.**

Chief Thompson said there will not be an All-Hands meeting in December, and they are working on the 2025 schedule.

**Adjournment:** Vice President Arthur motioned to end the meeting. Board Member Duroux seconded the motion, and the meeting ended at 9:48 with all in favor and none opposed.

To see the video of the Roaring Fork Fire Rescue Authority Board Meeting use this link: <https://youtu.be/BIZo sFCHQ J8>