



**RECORD OF PROCEEDINGS
REGULAR BOARD MEETING
October 19, 2021**

Authority Board President Ed Van Walraven called the meeting to order at 9:15 a.m. Board members present were Ed Van Walraven, Leroy Duroux, John Young, William Boineau, Dave Heivly, and Elizabeth Striegler via Lifesize. Other's present were Chief Scott Thompson, Deputy Chiefs Richard Cornelius, Fire Marshal John Mele, Finance Director Jennifer Thompson, Human Resources Director Renee Thomas, IT Director Erik Johnson, Attorney Bob Cole, and Administrative Assistant Susan Herwick.

Minutes of September 21, 2021 Meeting:

Director Boineau made a motion to accept the minutes as corrected, the motion was seconded by Director Duroux. All were in favor and the motion carried 6 – 0.

Public Comments:

None

Attorney's Report:

Attorney Cole stated that he had created a non-binding letter of intent between the Authority and the Fields Development group for the acquisition of four employee housing units. This letter will be presented to the Eagle County Commissioners to show them that this project will be providing four employee housing units for the district and that they should go through the entitlement process with this development. The letter was explained in detail.

Lots of discussion ensued regarding the purchase and rental of employee housing in Snowmass Village and Pitkin County.

Director Van Walraven asked Bob about Amendment 120 on the November ballot. Bob stated that SB293 has changed how Amendment 120 will take effect by dividing up non-residential and residential categories into more categories. If Amendment 120 passes, it would only apply to a limited number of these new categories. Bob explained this issue in greater detail.

Chief's Report:

Chief Thompson stated that all of the pledged donations from the Sopris Mountain Ranch Homeowners Association had been received and transferred to our bank account. Pitkin County has given us \$150,000 towards our employee housing units. Excavation is done. Forty-Four caissons had been put in to bedrock for the foundation of Station 46. The foundation will get poured before winter. The judge signed the water decree. The well permit was sent to the State so that they can give us approval to drill a well. The right-of-way for fire protection is to be amended for where the well will be drilled. Shelton Drilling is on stand-by. We have contacted Holy Cross to complete a drop for power. The dirt disposal/removal didn't work out the way we had planned. The land owner wanted to charge us \$80,000 for disposal of the dirt.

Chief Thompson stated that the Crawford's are willing to sell the district five acres. 2.5 acres is our current site and the additional 2.5 acres will be used for the training facility. We will need to use Mid-Valley Metro for water. Zoning will need to be worked out. We will start working with Doug Pratt the land planner on this project. The Eagle County Commissioners are very supportive of our project.

Deputy Chief Issel's Report:

No Report

Deputy Chief Mele's Report:

Deputy Chief John Mele stated that development continues at the Tree Farm. The proposal is for Type 5 construction. We have written letters requesting upgrades in fire protection, exiting, etc. They are willing to work with us.

Development in Snowmass Village continues as planned. We will see at least one new building next year.

Deputy Chief Cornelius's Report:**COVID-19 Update**

The Delta variant continues to be of concern locally, regionally and throughout the State of Colorado and nation.

As of October 13, 2021 77% of patients who are hospitalized for confirmed COVID-19 in Colorado are unvaccinated. The COVID vaccine is still remarkably effective against severe illness and hospitalization even with the Delta variants.

Local hospitals are stable but still seeing patients hospitalized with COVID-19.

We continue to respond to incidents with patients with confirmed or suspected COVID-19 as well as those who previously had COVID-19 with lingering symptoms or complications.

Guidance from the CDC still recommends if you are fully vaccinated, to maximize protection from the Delta variant and prevent possibly spreading it to others, wear a mask indoors in public, if you are in an area of substantial or high transmission.

Currently, the CDC identifies Eagle, Garfield and Pitkin County as high transmission areas. Pitkin County still has an indoor mask mandate.

The Current COVID-19 Organizational Restrictions address the mask mandate. We are considering applying for the Fully Vaccinated Facilities Program after October 31, 2021 when our mandated vaccination policy becomes effective.

CDC still recommends that people whose immune systems are compromised should receive an additional dose of mRNA COVID-19 vaccine at least 28 days after the 2nd dose. CDC does not recommend additional doses or booster shots for any other population at this time.

The Authority still has an enhanced PPE requirement and is following CDC guidelines and recommendations.

Training

For September's volunteer monthly EMS training Dr. Livengood presented in-person and also via LifeSize on Seizures with a pediatric emphasis. Dr. Jill Livengood will be providing the October volunteer EMS training via Lifesize on Vaccine Development and Scientific Method.

The Authority recently hosted American Heart Association Advanced Cardiovascular Life Support (ACLS), Basic Life Support (BLS) and Pediatric Advanced Life Support (PALS) Instructor Courses. Six members completed ACLS Instructor, seven members completed BLS Instructor and seven members completed PALS Instructor. Moving forward the Authority will be offering both ACLS and PALS courses in-house and the addition to the instructor cadre was necessary to support this education.

Paramedic Education Program

Ryan Lee, Claudia Kirby and Neal Martin are currently enrolled in the Denver Health Paramedic Education Program accelerated program and are doing great. They are completing their field internship and are expected to graduate in December.

Field Training Evaluation Program

FTEP Committee members and Field Training Officers (FTO) Jimmy Dirkes, Chelsey Johnson, David Klebes, Ben Mackoff, Mo McPhee, Nick Wall and Jess Tanner have all been diligently working on the Field Training and Evaluation Program (FTEP). Tucker Kinney, Michael Hall, Chris MacGregor and Eric Goldberger are all in their 120-day FTEP. FTEP Coordinator Lt. Mo McPhee hosted a meeting last Wednesday and the committee is working on updating several documents as well as standard evaluation guidelines.

Incidents

January 01, 2020 through September 30, 2020 we responded to 1461 total incidents. 707 of those were EMS. January 01, 2021 through September 30, 2021 we responded to 1778 total incidents. 861 of those were EMS. There was an increase of 317 calls **(21.7%)** in YTD of '21 versus YTD of '20. There was an increase of 154 EMS calls **(21.8%)** in YTD of '21 versus YTD of '20.

In September 2020 we responded to 154 total incidents. 60 of those were EMS. In September 2021 we responded to 183 total incidents. 86 of those were EMS. There was an increase of 29 calls **(18.8%)** in September '21 versus September '20. There was an increase of 26 EMS calls **(40.3%)** in September '21 versus September '20.

We are continuing to see more EMS incidents with a mental/behavioral health component as well as related to COVID-19.

Human Resource Director's Report:

HR Director Thomas stated that the strategic initiatives report is included in the Board packet. The teams have been meeting either every week or every other week. As teams meet and work through things, the timelines have been adjusted and will be reflected on the spreadsheet in January. The team process was explained to the Board. Each team has six or fewer people assigned to it and is comprised of administrative, operations, and volunteer personnel.

The compensation plan recommendations were explained. Our pay philosophy is to pay at 107% of market. The minimum, market, and maximum salary ranges were explained. Some positions did fall below the 107% and need to be moved up. The spread between minimum and maximum has been 25%. We have adjusted this range to 40%. Renee does a salary survey every year in order to keep us competitive. Chief Thompson stated that each position will have a step plan to follow for advancement. We need to adjust some salaries due to salary compression between the Battalion Chiefs, Division Chiefs, and Deputy Chiefs. We added an additional 3% to the minimum salary range for both the Division and Deputy Chiefs so they start at 110% instead of 107% of market. We are considered a market lead because we pay more than the market rate.

Finance Director's Report:

Finance Director Jennifer Thompson presented the first reading of the 2022 budget. The assessed values for 2022 in Eagle County for Basalt are up 12%, in Pitkin County for Basalt they are up 5%, in Pitkin County for Snowmass Village they are up 4.5%. With the Gallagher amendment adjustment, we are up a net gain of \$657,000.

The budget summary was explained. The operations budget is up 6% over 2021. We budgeted 5% total for raises (3% COLA and 2% merit). We increased the HSA employer contribution to cover the employee's entire deductible. This is a total cost of \$53,000 for 2022. This is a great retention tool. If an employee leaves, they will have to pay the district back.

We want to pay overtime for all responders. Chief Thompson stated that we currently include PTO as hours worked and have to pay 100% of the PTO balance when someone leaves employment. We are also going to lower the PTO cap by 20% across the board. We will start limiting shift trades and require trades be rank for rank. This should decrease PTO accrual by forcing employees to use their PTO. We are hoping that this change gets some people to come back to work easier on call backs. Jennifer explained the budget numbers behind this proposal. The PTO change will need to be approved by the Board as a policy change at the December meeting along with the budget. If this program doesn't work out, it can be reversed one year from now. The consensus of the Board was to approve the PTO policy change.

Chief Thompson stated that the FTEP (Field Training Evaluation Program) has caused an increase in the overtime budget.

Jennifer explained the capital projects budgeted in 2022.

No severity engine has been budgeted for in 2022. If we don't need it, we can send our people out on fires and make some money. It costs approximately \$138,000 annually for this program. Discussion. The consensus of the Board was to budget for the severity patrol.

The paramedic scholarship donation letter is going to be sent out next week. A copy of the letter will be sent to all Board members in case they are approached by the public with questions.

We received a notification of rent increase from the Crawford's for our two mobile home units. The executive staff met and discussed increasing rental rates on all of our employee housing units by 5% beginning 1/1/2022.

The November RFFRA Board meeting was discussed. The consensus of the Board was to cancel the November meeting.

Board Comments:

Director Young stated that he would like to see our people recognized for their life saving efforts during a ceremony of some kind. Chief Thompson stated that we do this at the annual awards ceremony. We give them a red/white bar for their uniform and a glass plaque. When possible, we ask the survivors to come to our awards dinner also to be recognized along with the crew. We are going to try and have 4 additional social events for the volunteers in 2022. The employee recognition team for the strategic plan is working on this. People should also be recognized in the newspaper so that the community is aware of what has taken place.

Staff Comments:

Chief Thompson presented Board members with an ID/Badge wallet.

Old Business:

None

New Business:

Chief Thompson will be out of town from November 12 – 19, 2021.

Volunteer Meeting:

Director Boineau stated that he would go on November 2, 2021.

Non-Agenda Items:

None

Adjournment:

Director Heivly made a motion to adjourn the meeting, it was seconded by Director Boineau. All were in favor and the motion passed 6 – 0. The meeting was adjourned at 11:16 a.m.

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

<https://youtu.be/8wJlvo4HvA>