



**RECORD OF PROCEEDINGS
REGULAR BOARD MEETING
February 15, 2022**

Authority Board President Ed Van Walraven called the meeting to order at 8:59 a.m. Board members present were Ed Van Walraven, Leroy Duroux, John Young, William Boineau, Dave Heivly, and Elizabeth Striegler. Others present were Chief Scott Thompson, Deputy Chiefs Richard Cornelius and Kevin Issel, 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, Attorney Bob Cole, and Administrative Assistant Susan Herwick.

Minutes of January 18, 2022 Meeting:

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

Public Comments:

None

Attorney's Report:

Chief Thompson stated that he would like to decrease the number of District Board members and/or increase the number of members on the RFFRA Board so that all Board members are included. Attorney Cole stated that Special District Law states that we can have no fewer than five members on each District's Board of Directors but that we have total flexibility on how many members can be on the RFFRA Board. Lots of discussion ensued.

Chief's Report:

Chief Thompson stated that Station 46 has been dried in and plastic has gone up to contain heat. They are getting ready to pour the slab. Water lines are being dug to where the well will be put in. Siding will be going up soon.

Master plan data is still being collected. A capital acquisition plan is being worked on. The master plan will be very comprehensive when it is finished.

A seasonal wildland engine will be added every day this summer. We are hiring from outside as well as within the Authority. We will be offering a sign on bonus as well as an end of season bonus for staying on.

Chief Thompson stated that \$450,000 was budgeted for the tender this year. The tender will not be delivered this year. Chief Thompson stated that he had overlooked including a new plow truck and a tractor to pull the command trailer in this year's budget. We would like to get rid of two vehicles and buy one vehicle (Ford F550) that will do both jobs. The cost of the new utility truck would be \$80,000 – 90,000. Director Boineau made a motion to approve the purchase of this vehicle. Director Heivly seconded the motion. All were in favor and the motion carried 6 – 0.

Deputy Chief Issel's Report:

DC Issel presented the 2021 LOSAP report to the Board. Eight individuals qualified for LOSAP last year at an expense of \$18,750 which is within budget. Director Duroux made a motion to approve the LOSAP contribution. The motion was seconded by Director Striegler. All were in favor and the motion carried 6 – 0.

The two new Polaris Rangers have been put into service. They have been outfitted for wildland and rescue response. The UTV at Station 45 is equipped with tracks for winter response on trails and the ski hill after hours. We have UTVs in service at Stations 42, 43, and 45.

We are working on the 2021 annual report which will be presented to the Board for approval at either March or April meeting. It will then be posted on our website.

Cody Espinoza found a new service truck in Wisconsin for fleet maintenance.

A Plymovent system for exhaust removal was ordered and installed at Station 42.

New garage doors and openers have been ordered for Station 42 and will be installed in May.

There is a 1300-gallon water tank on the second floor of Station 43 in Thomasville that was originally installed for refilling fire trucks. This system is extremely antiquated. We are in the process of redesigning the system so that it can be used as originally designed.

James Dirkes has just been promoted to Lieutenant. He will be assisting Division Chief Daniel Palmer in the Training Division.

The district currently has thirteen employee housing units, all of which are occupied. We currently have a Snowmass Village Police Officer living in one of the studio units at

Station 45 until she can get employee housing in Town. We will have three more units available when Station 46 is finished.

We had a security issue on Monday, February 14, when a stranger entered one of the studio housing units here at Station 45 while the resident was home. The stranger was confronted. He told the resident that he had been looking for the reception desk. He was told to get out of the apartment and he left. We are looking through the surveillance footage to determine whether he ever did come to the front door for assistance. The resident will be locking their door from now on.

Deputy Chief/Fire Marshal Mele's Report:

We are working short staffed right now. Development is going strong. We are working with the Snowmass homeowner's association and the town of Basalt this year on wildfire mitigation projects. Valley growth was discussed.

Finance Director's Report:

Finance Director Jennifer Thompson stated that the budget is right on track. Some line items are showing over budget but that is because they were paid up front for the entire year. The audit is scheduled for the first week in March. The audit should be done by April. There is a more comprehensive written financial report in the packet.

Deputy Chief Cornelius's Report:

COVID – Update: the state deactivated the crisis standard of care on 2/17/22. The combined hospital transfer center moved to a Tier I which is the lowest level of activation on 2/8/22. We do still have employees that are being impacted by COVID. We are very appreciative of the COVID emergency sick leave that was approved and extended to all staff. The Pitkin County Board of Health met and moved to rescind the indoor mask mandate effective 2/22/2022. Based on that updated health order the Authority will be updating their COVID restrictions to better align with the public health orders.

DC Cornelius stated that he is currently working on two different grants. A \$34,000 create project grant that was submitted yesterday. We expect to receive up to \$17,000 to host a SAFE/Tech solutions EMS leadership academy of two different sessions of two days each equaling 60 hours of formal leadership training. We should know whether we received this grant by the end of February.

The EMTS project grant for \$252,790 that will allow us to replace an ambulance with a new one plus power cot loading system. If this grant is successful, we should receive approximately \$127,000. We will have to go before a regional review in March followed by a state level review with the decision to be made in June.

The ambulance that we currently have on order indicated a 280 – 300-day delivery once the chassis is received. The ambulance that we are requesting grant funding on stipulates a 340 – 380-day delivery once the chassis is received. This is because the manufacturer can't get chassis and other supply chain issues. This creates a problem

because the grant stipulates that you have to complete your project within a fiscal year which ends on 6/30/2023. We are currently working on ways around those current deadlines. There is \$6,500,000 in grant funding available.

The Roaring Fork Valley major incidents response model is moving forward. We met with the communications center last week to look at how to move forward with updating Spillman/CAD with our recommendations. DC Cornelius gave the Board an example of how we would be paged out for a major incident once this new system is in place. We hope to have this program in place by June, 2022.

We have also been meeting monthly with all of the operations chiefs of every department from Aspen to Parachute to come up with common operating guidelines. We all understood that we are relying on each other more and more in mutual aid incidents and we want everyone on the same page.

Human Resource Director's Report:

HR Director Thomas stated that she included Decembers and January's strategic plan updates in the packet this month. She will also send this report out to everyone via email. The strategic plan is still moving along. Some teams are close to being done. We have a team lead meeting next week.

We hired a Lieutenant for the Training Division last week. This person won't be put in place until someone has been hired to fill his position on the line staff. We will post the firefighter/EMT vacancy both internally and externally in the next couple of days.

We brought on three part-time seasonal employees to fill in the gaps being left by sick, injured employees or those employees who are completing the FTEP program.

Chief Thompson stated that we lost one other person from our line staff to Aspen Fire as a Lieutenant so we have two positions open.

Division Chief of Training:

DVC Palmer stated that we hosted a state proctor class in January. Nine of our members are now certified for firefighter and driver operator testing.

We have five members in the joint officer training development program that is being held in Eagle.

A grant has been applied for to send people to the EMS Leadership class.

RQI stations for CPR have been put in place at Stations 42 & 45. Employees have to create a login and test their skills quarterly.

We will be conducting ice rescue training at Ruedi Reservoir next week.

Board Comments:

Director Young stated that Ruedi Reservoir has been discovered for winter recreation. Sometimes there are a couple hundred people on the ice doing various activities. We may start to see emergency calls up there.

Director Duroux asked how we would plan for a wildfire like the one they had in Superior. Chief Thompson stated that fire was a conflagration. In cases like that you can't do anything but get people out of harm's way. People need to sign up for emergency alert notifications in their area. We are working on a one-page emergency evacuation document with the dispatch center. Director Duroux stated that we need to encourage open space managers to keep their properties maintained. Wildfire mitigation projects were discussed at length.

Staff Comments:

Chief Thompson stated that we have a Battalion Chief stuck in Mexico with COVID. Andy Fisher wants to thank the Board and show his appreciation for the 96-hours of COVID pay that was approved. He also wants to thank the staff for helping his family get back home.

Old Business:

None

New Business:

Chief Thompson stated that he and Jennifer would be out of town for the next week. They would be available by phone and computer for emergencies.

Volunteer Meeting:

Director Boineau stated that attended the virtual all hands meeting on February 1, 2022. Lots of hours have been completed by our volunteers. He is very proud of this organization. Chief Thompson stated that the big change is that we are having volunteers help staff the fire stations. We absolutely need our volunteers to augment our staffing, especially on large incidents.

The next volunteer meeting will be held in person on Wednesday, March 2, 2022 at Station 42. Director Young stated that he would attend this meeting.

The annual awards dinner has been rescheduled for April.

Non-Agenda Items:

None

Adjournment:

Director Boineau made a motion to adjourn the meeting, it was seconded by Director Duroux. All were in favor and the motion passed 6 – 0. The meeting was adjourned at 10:20 a.m.

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

<https://youtu.be/HatS9vyf-c0>