



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

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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, 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, Finance Director Jennifer Thompson, Human Resources Director Renee Thomas, IT Director Erik Johnson, Attorney Bob Cole, and Administrative Assistant Susan Herwick.

**Minutes of February 15, 2022 Meeting:**

Director Duroux made a motion to accept the minutes as presented, the motion was seconded by Director Striegler. All were in favor and the motion carried 5 – 0.

**Public Comments:**

None

**Attorney's Report:**

Attorney Cole stated that he has been looking into whether we can use the \$1,100,000 remaining bond funds acquired for the construction of Station 45 for land acquisition. This use is acceptable per both the bond and Authority documents. There is no requirement to keep the funds in SWFPD. Finance Director Thompson asked if there were any issue of timing for spending the remaining bond fund. Attorney Cole will ask bond council and report back. Discussion. Chief Thompson stated that if we put the remaining bond fund back into the capital fund it would replenish part of what was used from this fund to construct the temporary fire station and other preliminary work done for Station 45. The Board can restrict the use of the remaining bond funds for a specific purpose.

Attorney Cole and Chief Thompson had a conversation with Dan Qualman on a lot of different subjects so that Dan could finish up the master plan.

Attorney Cole stated that a business associate agreement between RFFRA and his new law firm has been signed.

**Chief's Report:**

Chief Thompson stated that the construction of Station 46 is on time. We are over budget on materials right now. We have budgeted \$250,000 in capital for over runs. There is money in over areas that can be allocated to the project. We are still looking at a fall 2022 move in date. We have received the well permit.

The master plan will give us the correct recommendations. We should have a draft copy available in April. Directors Boineau and Young will assist Chief Thompson with the Crawford property acquisition.

**Deputy Chief Issel's Report:**

DC Issel stated that the brush trucks and wildland engines were being readied for wildfire season.

A new landscaping services contract had been signed for the grounds.

New garage doors and a station alerting system have been ordered for Station 42.

We will be donating or selling our surplus small equipment to other small fire departments around Colorado.

The living quarters at Station 44 will need an extensive remodel once they have been vacated.

There is already lots of interest in the three apartments being built at Station 46 on West Sopris Creek Road.

**Deputy Chief/Fire Marshal Mele's Report:**

Deputy Fire Marshal Brooke Stott stated that the Fire Prevention Division was transitioning to inspection district wide. Director Boineau asked if we were asking about adequate public facilities when developers are seeking approve for their projects. Chief Thompson stated that we do collect impact fees. We can only do what the Towns and Counties are allowing us to do. We hope that the master plan will identify what our needs are. Fire Marshal John Mele stated that the Fire Prevention Division works very closely with the Town and County Planning Departments.

**Deputy Chief Cornelius's Report:**

**COVID-19**

We are continuing to use the Roaring Fork Fire Rescue Authority Guidance on Work Restrictions for employees with SARS-CoV-2 Infection, Exposures, or sick with SARS-CoV-2 Symptoms.

Our COVID-19 Organizational Restrictions were updated after Pitkin County rescinded their indoor mask mandate on February 22, 2022 and updated their Public Health Order. We are still requiring all members to wear a surgical mask when in public, such as at the grocery store.

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; however, the frequency is much less than in January or February. The Authority still has an enhanced PPE requirement and is following CDC guidelines and recommendations.

From January 01, 2022 to today 1087 hours of COVID Emergency Sick Leave have been utilized. Those members who have been impacted by COVID-19 are very grateful for the CESL, allowing them time to recover and take care of their family.

### **Colorado Resource for Emergency and Trauma Education (CREATE)**

Our grant application was approved. We were awarded \$17,000 to fund the SafeTech Solutions EMS Leadership Academy. This will allow us to send 10 members. The EMS Leadership Academy is 60 hours in duration and will be hosted by the Authority in April and June. We expect multiple other CO agencies to participate.

### **Colorado EMTS Grant**

Regional grant hearing in March and State review in May.

### **CO EMS Supplemental Cost Report**

The FY21 CO EMS Supplemental Cost Report was submitted in November which should provide a significant supplemental Medicaid payment in 2022. We successfully underwent a desk review on March 01, 2022. We could be randomly selected for a comprehensive audit this month. In FY20 we received \$86,669.51.

### **Incidents**

January 01, 2021 through February 28, 2021 we responded to a total of 438 incidents. 224 of those incidents were EMS. January 01, 2022 through February 28, 2022 we responded to a total of 522 incidents. 267 of those incidents were EMS. There was an increase of 84 calls (**19.2%**) in YTD of '22 versus YTD of '21. There was an increase of 43 EMS calls (**19.2%**) in YTD of '22 versus YTD of '21.

In February 2021, we responded to 220 total incidents. 116 of those were EMS. In February 2022, we responded to 264 total incidents. 142 of those were EMS. There was an increase of 44 calls (**20%**) in February '22 versus February '21. There was an increase of 26 EMS calls (**22.4%**) in February'22 versus February '21

### **Roaring Fork Valley Major Incident Response Model**

The project is moving along with PCREDC. They are working to update dispatch recommendations.

## **Two County SOGs**

We continue to meet monthly with the Operations Chiefs from the Aspen to Parachute fire departments. We've agreed upon a format that meets the Center for Public Safety Excellence (CPSE).

## **Human Resource Director's Report:**

HR Director Thomas stated that there is a strategic plan update included in the Board packet. Teams will present their finalized product to the RFFRA Board at the May meeting. Teams are continuing to move forward.

Deputy Chief Cornelius and HR Director Thomas will be attending the GlenX career expo at the Glenwood Springs High School this afternoon.

## **Finance Director's Report:**

Finance Director Jennifer Thompson stated that she just put \$2,200,000 into the money market fund. She will be sending a \$400,000 invoice to DOLA for a \$200,000 reimbursement on the grant for Station 46. We have \$425,000 in impact fees available. This money will be spent on the next two new ambulances. The operation overtime budget is under budget at this time. Funds are being moved around because some vehicles are not being purchased this year.

## **Board Comments:**

Director Young stated that he had received a letter from his insurance company stating that they were going to inspect his home and he could either comply with their request or they would be dropping his insurance.

Director Duroux asked about the election. Designated Election Official Susan Herwick stated that the Basalt Board election had been cancelled and everyone was deemed reelected. The Board members who were reelected will be sworn in at the RFFRA Board meeting in May. The SWFPD Board member election will be a polling place election. There are four people interested in the three open seats (William Boineau, Elizabeth Striegler, Greg Balko, and Scott Arthur).

## **Staff Comments:**

Chief Thompson stated that the annual awards dinner has been scheduled for April 16<sup>th</sup> at 5:30 p.m. at the Roaring Fork Club. Everyone needs to be vaccinated in order to attend.

## **Old Business:**

None

## **New Business:**

None

## **Volunteer Meeting:**

The next volunteer meeting will be held in person on Thursday, April 7, 2022 at Station 42. Director Duroux stated that he would attend this meeting.

**Non-Agenda Items:**

None

**Adjournment:**

Director Young 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 9:56 a.m.

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

<https://youtu.be/PTFIF9eu9Yg>