

**Minutes**  
**Summit Fire & EMS Fire Protection District**  
**Regular Board Meeting**  
**Tuesday August 16, 2022**  
**0035 County Shops Road, Frisco, CO**  
**with TeleCon Attendance Option Available**

**Call to Order:**

The Regular meeting of the Summit Fire & EMS Fire Protection District ("District") Board of Directors ("Board") was called to order at 9:00 AM.

**Roll Call:**

Board Members present were Lori Miller, Jen Barchers, Joe Ben Slivka, Linda St. John, and Dan Johnson. Staff members in attendance were Chief Travis Davis, Deputy Chief John Wilkerson, Division Chiefs James Woodworth and Kim McDonald, Battalion Chiefs Shaun Sawyer and Ryan Cole, Captains Matt Brewer and Kevin Skaer, Lieutenant Lou Laurina, Engineer Chris Romano, Wildland Coordinator Kyle Iseminger, Firefighter Technicians Nick Pollard and Aaron Baker, Firefighters Justin Briggs and Jordyn Butler, Deputy Fire Marshal Scott Benson, Community Resource Officer Steve Lipsher, Human Resources Manager Matt Scheer, Accounting Supervisor Jessica Fuller, Payroll and AP Specialist Erin Mumma, EMS Medical Billers Martha Bird and Gayle Cottingham, Board Secretary/Finance Manager Mary Hartley, Assistant Board Secretary/Fire Inspector Meghan Layfield and Legal Counsel Emily Powell.

**Guests:**

Sarah Abbott, Associate of Ireland Stapleton Pryor & Pascoe, PC

**Approval of Agenda:**

M/S/P Miller and St. John to approve the agenda, as amended by removing items 4, 6B and 6C. Items 6B and 6C will be moved to the September Board meeting.

Vote: All in favor, none opposed.

**Public Comments:**

None

**Consent Agenda:**

The following items were presented:

Minutes: June 21, 2022, and July 19, 2022, Regular Board Meetings

Warrants: July 16, 2022 – August 12, 2022

Financial Report for all funds – July 2022

After discussion and questions,

M/S/P Miller and Johnson to approve the Consent Agenda as presented.

Vote: All in favor, none opposed.

**New Business:**

**Presentation of Bi-Annual Accreditation Update**

BC Sawyer presented the Bi-Annual Accreditation report to the Board.

**Present First Draft of the 2023 Pension Fund and Snake River Fleet Services Fund Budgets**

Finance Manager Hartley presented the first draft of the 2023 Pension Fund budget and Snake River Fleets Services Fund budget to the Board.

**Consider Approval of the Colorado Special District Property & Liability Pool Repayment Agreement**

HR Manager Scheer presented the Colorado Special District Property and Liability Pool repayment agreement, related to reimbursements to the District for its participation in the Colorado Firefighter Heart and Cancer Benefits Trust, for the Board's consideration. After discussion and questions,

M/S/P St. John and Johnson to approve the Colorado Special District Property & Liability Pool Repayment Agreement as presented.

Vote: All in favor, none opposed.

**Consider Approval of Bill of Sale (Vehicles) from Copper Mountain CMD**

Attorney Powell presented the proposed Bill of Sale (Vehicles) with Copper Mountain Consolidated Metropolitan District for the transfer of legal title to Engine 1 and Truck 1 to the District . After discussion,

M/S/P Miller and Johnson to approve the Bill of Sale (Vehicles) as presented.

Vote: All in favor, none opposed.

**Continued Business:**

**Set date/time for September Board Work Sessions**

Chief Davis discussed options for a September Board work session to discuss implementation of step pay and PTO policies for all hazards shift workers. The Board agreed to have a work session on Wednesday, August 31, 2022, at 9:00 am.

**Consider approval of MOU for Labor Management Relations**

Chief Davis reviewed the MOU for Labor Management Relations with the Board. After discussion and questions,

M/S/P Johnson and St. John to approve the MOU for Labor Management Relations as presented.

Vote: All in favor, none opposed.

**Staff Reports:**

Attorney: In addition to the written report, Attorney Powell informed the Board that she reviewed the proposed Board Bylaws that were sent out to the Board members to be considered at the September Board meeting. Attorney Powell updated the Board on the work done on an MOU for Agricultural Burns for voluntary use by the District and agricultural property owners to

ensure that the District is aware of and available to assist with any emergencies that may arise as the result of an agricultural burn.

High Country Training Center: Nothing in addition to the written report.

Wildland All Matters: Wildland Coordinator Iseminger updated the Board on the County's current fire danger. Copper Mountain had 1" of rain and Soda Creek had ½" rain yesterday with additional moisture forecasted over the next 14 days.

Finance: In addition to the written report, Finance Manager Hartley introduced Meghan Layfield to the Board members. Inspector Layfield is helping with Board Secretary duties so the District has depth in that position.

Human Resources: Nothing in addition to the written report.

Community Resource Officer: Nothing in addition to the written report.

Community Risk Division: In addition to the written report, Division Chief McDonald thanked his staff for their hard work during this busy year.

Admin Support Services: Nothing in addition to the written report.

OPS/EMS Services: In addition to the written report, Division Chief Woodworth discussed the three ROSC (return of spontaneous circulation) incidents that have taken place over the last couple of months. Kudos to the crews who successfully handled these calls.

Fire Chief: In addition to the written report, Chief Davis discussed the Town of Silverthorne engine staging difficulties with the Board, which are concerning because the Town's ISO rating may increase from 2 to 10W for homeowners north of the Raven unless an engine staging solution is identified.

### **Board Comments**

Director Miller thanked District staff for support with the loss of her mother.

### **Executive Session:**

M/S/P St. John and Johnson to move into Executive Session under CRS Section 24-6-402(4)(b) to receive advice from legal counsel regarding the letter from the Town of Frisco dated July 12, 2022.

Vote: All in favor, none opposed.

Attorney Powell certified for the record that the Executive Session constitutes privileged attorney-client communications and would not be recorded. The Board entered Executive Session at 10:08 AM.

M/S/P St. John and Johnson to move out of Executive Session at 10:22 AM.

Vote: All in favor, none opposed.

Regular Board meeting resumed at 10:23 AM.

Following discussion,

M/S/P Miller and Slivka to direct Finance Manager Hartley to forward the letter from the Town of Frisco dated July 12, 2022 to the District's insurance broker, T Charles Wilson, as a courtesy notice.

Vote: All in favor, none opposed.

**Adjournment:**

M/S/P St. John and Johnson to adjourn the meeting at 10:24 AM.

Vote: All in favor, none opposed.

DocuSigned by:  
Mary Hartley  
Mary Hartley, Board Secretary

Approved this 20 day of September 2022.

DocuSigned by:  
Lori A. Miller  
Lori A. Miller, Board President

I hereby attest that the information communicated during the executive session, which was not recorded, constituted privileged attorney-client communications.

Emily J Powell  
Emily Powell, Esq.

I hereby attest that the executive session, which was not recorded, was confined to the topics authorized for discussion in Executive Session pursuant to C.R.S. § 24-6-402(4)(b).

DocuSigned by:  
Lori A. Miller  
Lori A. Miller, President