

Minutes
Summit Fire & EMS Fire Protection District
Regular Board Meeting
Tuesday September 20, 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 9:10 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 Chiefs John Wilkerson and Brian Schenking, Division Chiefs James Woodworth and Kim McDonald, Battalion Chiefs Ryan Cole, Kevin Skaer and Lou Laurina, Lieutenant Aaron Kaltenbach, Doug Beeler and Steve Wantuck, Engineers Chris Romano, EMS Coordinator Jason Kennedy, Wildland Coordinator Kyle Iseminger, Engineer Aaron Ferdig, Firefighter Medics Eric Paradis and Mike Williams, Paramedic Patrick Turgeon, Firefighter Technicians Aaron Baker and Chris Cuculis, Firefighters Jordyn Butler and Justin Boyd, EMT Denise Fair, 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 Biller Gayle Cottingham, Assistant Board Secretary/Fire Inspector Meghan Layfield, Board Secretary/Finance Manager Mary Hartley, and Legal Counsel Emily Powell.

Guests:

Sarah Abbott, Associate of Ireland Stapleton Pryor & Pascoe, PC
Drew Hoehn, Red, White, and Blue FPD Deputy Chief of Operations

Approval of Agenda:

M/S/P Slivka and St. John to approve the agenda as presented.
Vote: All in favor, none opposed.

Public Comments:

Attorney Emily Powell extended thanks to Mary Hartley & Station 8 C Shift for a recent dead car battery rescue.

Public Hearing To Consider the District's Participation in the FAMLI Program:

M/S/P Slivka and Johnson to open the public hearing on the District's proposed participation in the [Family and Medical Leave Insurance Act](#) ("FAMLI") Program at 9:14 AM.
Vote: All in favor, none opposed.

Attorney Powell certified for the record that the public hearing was duly published in the Summit Daily and The Journal on September 2, 2022, as required by law, and the District did not receive any public comments prior to this hearing. No public comments were received at the hearing.

M/S/P Barchers and Slivka to close the public hearing at 9:20 AM.

Consider Approval of Resolution 2022-11:

Attorney Powell discussed Resolution 2022-11 to decline participation in the FAMLI Program. She explained the two options for the Board to consider regarding whether to administer contributions on behalf of employees who voluntarily elect coverage under the FAMLI Program. After discussion and questions,

M/S/P Slivka and Barchers to approve Resolution 2022-011, with the District declining to withhold and remit the employee share of premiums for any District employee who voluntarily elect coverage under the FAMLI Program.

Vote: All in favor, none opposed.

Badge Oath Ceremony:

HR Manager Scheer gave the oath of office and presented the badges to the new hires and promoted individuals listed below.

- Battalion Chief Kevin Skaer
- Battalion Chief Lou Laurina
- Firefighter Chad Ammerman
- Firefighter-Medic Corey Oakes

Consent Agenda:

The following items were presented:

Minutes: August 16, 2022 Regular Board Meeting, and August 31, 2022 Board Work Session

Warrants: August 13, 2022 – September 16, 2022

Financial Report for all funds – August 2022

After discussion and questions,

M/S/P Slivka and Barchers to approve the Consent Agenda as presented.

Vote: All in favor, none opposed.

New Business:

Consider Approval of the District Board Bylaws – Resolution 2022-12

Finance Manager and Secretary Hartley presented the District Board Bylaws that were reviewed by Attorney Powell for the Board's consideration. After discussion and questions,

M/S/P Slivka and Johnson to approve Resolution 2022-12, adopting the District Board Bylaws, as updated with the correct Resolution number and date.

Vote: All in favor, none opposed.

Consider Approval of the District Financial Policies

Finance Manager and Secretary Hartley presented the 2022 District Financial Policies that were reviewed by Attorney Powell for the Board's consideration. After discussion and questions,

M/S/P Barchers and St. John to approve the District Financial Policies with proposed changes.

Vote: All in favor, none opposed.

Present First Draft of the 2023 Operating Fund Budget

Finance Manager Hartley and Chief Davis presented the first draft of the 2023 Operating Fund budget to the Board.

Continued Business:

Present second drafts of the 2023 Capital Fund, Pension Fund and Snake River Fleet Services Fund Budgets

Finance Manager Hartley, Chief Davis and DC Schenking presented the second drafts of the 2023 Capital Fund, Pension Fund and Snake River Fleet Services Fund budgets to the Board.

Updated Step Pay Projections from 8/31/22 Board Work Session Meeting

Lt Kaltenbach presented the step pay projections with comments from the Board's work session meeting on August 31, 2022.

Present 5-year Projected Budget with Step Pay Adjustment

Finance Manager Hartley presented a five-year projected budget with the Step Pay adjustment to the Board.

Staff Reports:

Attorney: In addition to the written report, Attorney Powell informed the Board that she received the Copper Mountain Consolidated Metropolitan District ("CMCMD") Bill of Sale for the two fire apparatus. Unfortunately, CMCMD Board President Malmgren signed but didn't have it attested by CMCMD Board Secretary David Steele. Attorney Powell will work with Board Secretary Hartley to get Dave Steele's signature and complete the documents.

High Country Training Center: Red, White and Blue FPD DC Hoehn updated the Board on various matters related to the HCTC.

Wildland All Matters: Nothing to share.

Finance: In addition to the written report, Finance Manager Hartley reported that the TIF analysis is available directly following the Finance Board report in the Board packet.

Human Resources: Nothing in addition to the written report.

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

Community Risk Division: Nothing in addition to the written report.

Admin Support Services: In addition to the written report, DC Schenking updated the Board on the ISO report included in the Board packet. There are over 45,000 departments who participate in ISO and only 1,700 departments have the District's low rating of 2 and 2x for residential and commercial property in the majority of the District.

OPS/EMS Services: Nothing in addition to the written report.

Fire Chief: In addition to the written report, Chief Davis shared adjusting the 2023 operation budget from a 4% wage increase to a 6-9% wage increase (9% for low wage earners) for the administrative staff. Lastly, Chief Davis updated the Board on discussions surrounding the future of the 911 Communication Center. Initially, the County was moving towards bringing in a recruiter and hire a new Director. Chief Davis helped change the process to begin with bringing in a consultant to figure out the true needs for the 911 Communication Center before filling the position.

Board Comments

None

Adjournment:

M/S/P Slivka and Barchers to adjourn the meeting at 12:36 PM.

Vote: All in favor, none opposed.

DocuSigned by:
Mary Hartley
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Mary Hartley, Board Secretary

Approved this 18 day of October 2022.

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