

Minutes
Meeting of the Board of Directors
Summit Fire & EMS Authority
Tuesday, June 19, 2018 – Station 1 – 9:00 a.m.

Call to Order:

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

Roll Call:

Board members present were Jim Cox, David Steele, Lori Miller, Ben Broughton, and Jim Lee. Staff members in attendance were Fire Chief Jeff Berino, Chiefs - Gary Curmode and Joe Hegenderfer, Fire Marshal Kim McDonald, Battalion Chief Travis Davis, CRO Steve Lipsher, HR Manager Matt Scheer, and Board Secretary/Finance Director Mary Hartley.

Guests:

Bryan Webinger, District Manager, Copper Mountain Consolidated Metropolitan District
Kyle Iseminger, Authority Engineer

Approval of Agenda:

Due to unforeseen circumstances, Emergency Operations Center Director Brian Bovaird will not be able to attend as anticipated on item 6B.

Public Comments:

None

Consent Agenda:

The following items were presented:

Minutes of the May 15, 2018 Regular Meeting

Warrants: May 12, 2018 - June 15, 2018

Financial Report for all funds - May, 2018

After discussion and questions,

M/S/P Broughton and Miller to approve the consent agenda as reported.

Vote: All in favor, none opposed.

Continued Business Items:

Update on Lake Dillon Fire's New Administration Building: Chief Berino updated the Board on the current status of the shared administration building with Summit County Government. Lake Dillon Fire Protection District ("Lake Dillon Fire") received a Guaranteed Maximum Cost price of \$4.2 million with Lake Dillon Fire paying 67%, which is within budget. There was a price increase in steel of approximately \$53,000. The project might see some relief from Town of Frisco on water tap fees. The official groundbreaking ceremony will be held on June 29, 2018 at 12:00 noon. All Board members are invited to attend.

The earth moving equipment will arrive July 2, 2018 and hopefully begin July 5, 2018.

Facility Use Agreement and Use Request Form:

Finance Manager Hartley addressed the Board on the updated new Facility Use Agreement with adjustments by Attorney Powell. In follow up to the discussion at the Board's May meeting, the Facility Use Request Form and Facility Use Agreement include the following changes:

1. Specify that the bays and training tower are available for use at Station 1 only (paragraph 6 of the Request form and paragraph 1 of the Agreement); and
2. Provide that the Authority may change the rules and regulations for use of the Stations at any time in the Authority's sole discretion (last two sentences of paragraph 9 of the Agreement).

M/S/P Lee and Miller to approve the Facility Use Agreement and Use Request Form as presented.

Vote: All in favor, none opposed.

General Discussion on the 2019 Budget Process: Chief Berino and Finance Manager Hartley updated the Board on the 2019 Budget process. The goal is to utilize the joint efforts of the Chiefs, BCs, and Captains this year. The IGA between Copper Mountain Consolidated Metropolitan District and Lake Dillon Fire provides that the parties will start discussing capital items in August.

The annual contributions made by each District in 2019 may increase due to the burn building needing to be rebuilt, due to its age of over 20 years old and the inability to fix it any more.

Update and Discussion on the ESCI Consultant Report: Chief Berino shared with the Board that a draft ESCI report regarding ambulance services in Summit County was received and each entity is being given the opportunity to make comments before the final report is published. Chief Berino discussed some of the preliminary conclusions with the Board. Additional details will be provided once the report is finalized. Chief Berino recommends that the County Manager, Scott Vargo, attend the Authority Board meeting to discuss.

Resolution 2018-09 - Organization and Agreement for Credit Card Program:

M/S/P Broughton and Steele to approve Resolution 2018-09, UMB organization and agreement for an Authority credit card program.

Vote: All in favor, none opposed.

Colorado Special District Property & Liability Pool Repayment Agreement:

M/S/P Broughton and Miller to authorize the Board President to sign the Colorado Special District Property & Liability Pool Repayment Agreement.

Vote: All in favor, none opposed.

Discussion and Impact of the Gallagher Amendment: Chief Berino and Finance Manager Hartley discussed the option of Lake Dillon Fire having a ballot initiative on the November election ballot to help mitigate the financial impacts of the Gallagher Amendment on the District. The Lake Dillon Fire Protection Board will meet in July to discuss the issue.

New Business:

Discussion on Buffalo Mountain Wildfire: Chief Berino updated the Board on the Buffalo Mountain Wildfire that began on Tuesday, June 12 at approximately 10:46 am, 2 miles west of Silverthorne above the Wilderrest and Mesa Cortina neighborhoods. The Board was updated on the day to day actions taken and the resources ordered. Chief Berino extended a big thank you for all the hard work for a successful wildfire handling and evacuations of homes in those neighborhoods. The success was due to the quick reaction of all agencies and the speedy response of air assets.

Introduction of the Summit County Director of Emergency Management, Brian Bovaird: Due to current wildfire situation, Director Bovaird was not able to attend the Board meeting. He will be invited to attend a future meeting.

Discussion on the Employee Survey Results:

HR Manager Scheer sent the questions via survey monkey to all Authority employees. Questions were consistent with a previous employee survey for continuity.

Staff Reports:

Attorney: Attorney Powell was unable to attend the meeting due to a medical leave. No report this month.

Summit Fire Authority: In addition to the written report, Directors Miller and Broughton reported the need for capital items in 2019. They are functioning but would like to see what 2019 will look like in administration. The cleanup week was successful.

Wildfire Council: Nothing to report. Director Cox shared that the next meeting is tomorrow and the chipping program will begin next month.

Accreditation: In addition to the written report, Chief Curmode shared he hasn't received a date back from the Denver consortium on the mock site interview, but the Authority is still in good shape.

Finance: In addition to the written report, Finance Manager Hartley reported hiring a new Executive Assistant, Erin Mumma, who will begin July 9, 2018. She will be responsible for payroll and help with other finance needs to give more depth to the Finance Department. The Lake Dillon Fire CAFR is almost finalized and will be submitted to the Colorado State Auditors and to GFOA by the end of this month. Lastly, Caselle will be successfully moved to the cloud by the end of this week.

Human Resources: In addition to the written report, HR Manager Scheer shared receiving resignation from Firefighter Medic Christian who is going to South Metro Fire Protection District. The Chiefs are discussing replacement of this position this week.

CRO: In addition to the written report, CRO Lipsher reported going live with the new Authority website. IT Tech Poole and CRO Lipsher are working to update the information and get it up and running. Safe Summer Kick Off was a success and big thanks to all volunteers!

Community Risk Division: In addition to the written report, Fire Marshal McDonald reported receiving Inspector Coulter's resignation. His last day will be in early July.

Administrative Services: In addition to the written report, Chief Curmode reported working with A1 Peak to fix the culvert and parking lot at Station 11. Chief Curmode is meeting with each of the station Captains to review the stations and create a needs assessment to help with future budgeting.

Support Services: Nothing in addition to the written report.

Operations: In addition to the written report, Chief Hegenderfer commended Ryan Cole, Wildfire Coordinator, and Kyle Iseminger, for their work on the Type 6 and Type 3 apparatus and graphics for all Authority vehicles. The Authority was able to extend for one week on the Durango Fire by switching out one crew member.

The Chiefs met with each shift to keep rumor mill down. Chief Hegenderfer thanked the Board for all of the support he received throughout his tenure at the District.

Chief: In addition to the written report, Chief Berino shared taking a lot of questions on fire restrictions. The Forest Service received complaints that there was not a fire restriction prior to the Buffalo Mountain Fire. The Dillon Dam Road will be closed in September for a week to replace the pop up barricades.

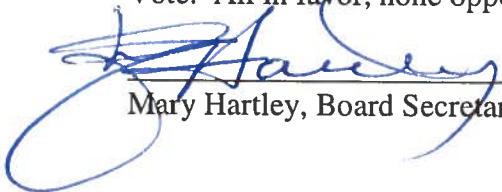
Board Comments

The Board of Directors unanimously thanked Chief Hegenderfer for his many years of service and wished him the best of luck in his future endeavors.

Adjournment:

M/S/P Steele and Miller to adjourn the meeting at 11:32 AM.

Vote: All in favor, none opposed.



Mary Hartley, Board Secretary

Approved this 17th day of July 2018



Jim Cox, President