

**Minutes**  
**Meeting of the Board of Directors**  
**Summit Fire & EMS Authority**  
**Tuesday, October 16, 2018 – at 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 8:59 AM.

**Roll Call:**

Board members present were Jim Cox, David Steele, Ben Broughton and Jim Lee. Lori Miller was excused. Staff members in attendance were Chief Jeff Berino, Chiefs - Bruce Farrell and Gary Curmode, Fire Marshal Kim McDonald, Capt Brian Schenking, Lt Matt Brewer, HR Manager Matt Scheer, Executive Assistant Erin Mumma, Board Secretary/Finance Director Mary Hartley, and District Legal Counsel Emily Powell.

M/S/P Lee and Broughton to excuse Director Miller's absence.

Vote: All in favor, none opposed.

**Guests:**

Bryan Webinger, District Manager, Copper Mountain Consolidated Metropolitan District

**Approval of Agenda:**

No changes made to the agenda

**Public Comments:**

None

**Consent Agenda:**

The following items were presented:

Minutes of the September 18, 2018 Regular Meeting

Warrants: September 15, 2018 - October 12, 2018

Financial Report for all funds - September, 2018

After discussion and questions,

M/S/P Broughton and Steele to approve the consent agenda as presented.

Vote: All in favor, none opposed.

**New Business:**

**Resolution 2018-10 to Adopt the 2018-2022 Strategic Plan:** After review, questions and discussion,

M/S/P Broughton and Lee to adopt Resolution 2018-10 approving the 2018-2022 Summit Fire & EMS Authority Strategic Plan.

Vote: All in favor, none opposed.

**Resolution 2018-11 to Adopt the Community Risk Assessment: Standards of Cover:** After review, questions and discussion, M/S/P Broughton and Steele to adopt Resolution 2018-11 approving the Community Risk Assessment: Standards of Cover for Summit Fire & EMS Authority.  
Vote: All in favor, none opposed.

**Resolution 2018-12 to Adopt the Document Retention and Destruction Schedule:** Attorney Powell discussed with the Board the requirement under Colorado State law that all local governments adopt a document retention and destruction schedule by approving the State Archives' template form, with local exceptions for document types that are not applicable to fire departments. Once adopted, the Authority will request State Archives approval to be included as an authorized agency on the State's online listing of approved agencies.  
After review, questions and discussion, M/S/P Broughton and Steele to approve Resolution 2018-12, adopting the Document Retention and Destruction Schedule, and to request State Archives approval.  
Vote: All in favor, none opposed.

**Continued Business Items:**

**Update on new Administration Building:** Chiefs Berino and Curmode updated the Board on the current status of the shared administration building with Summit County Government. The current snowfall has put the project behind schedule. Concrete cannot be poured below a certain temperature. All areas have been covered with tarps, so it will be ready when the appropriate temperature is reached. The goal is to have the building fully enclosed by December.

**Discussion on EMS Study:** Chief Berino updated the Board on the status of the EMS study commissioned by the County. Chief Berino met with County Manager Scott Vargo, Assistant Manager, Sarah Vaine and Red White & Blue Fire Protection District (RWBFPD) Fire Chief Jim Keating on October 15, 2018. The study's recommendation is to merge Summit County Ambulance Service into the Authority, and to give RWBFPD their own ambulance license. The Authority will be asked to entertain the idea of having a County Commissioner appointed to the Authority's Board of Directors. The Commissioners would like to meet informally with the Authority and RWBFPD Boards to discuss the study recommendations. The largest issue is what will happen to the EMS funding when the County's 1A tax levy sunsets in 2023, and how to backfill the lost revenue. The general consensus of the Board was that it is not willing to take on the risks of this deficit without 1A replacement income and thorough financial investigation and forecasting. The Board members agreed that a future meeting with the County would be appropriate only if the County is willing to address the future ambulance funding issues.

**Draft 2019 Operating, Capital and Snake River Fleet Budgets:** Chief Berino and Finance Manager Hartley presented the second draft operating, capital and Snake River Fleet budgets.

**Staff Reports:**

**Attorney:** In addition to the written report, Attorney Powell presented information to the Board regarding House Bill 18-1128: Strengthening Protections for Consumer Data Privacy, which became effective September 1, 2018.

Attorney Powell summarized three proposed bills to be presented by the Gallagher Interim Committee to the Legislative Council; including 1) a Gallagher repeal option, 2) a Gallagher regionalization option, and 3) a one year backfill for Gallagher Amendment-caused lost revenue. Attorney Powell will provide updates to the Board as more information is available.

Summit Fire Authority: Nothing in addition to the written report.

Wildfire Council: Nothing to share this month.

Accreditation: In addition to the written report, Capt Schenking shared that the upcoming site visit will be from November 11 – 15, 2018 by the four member peer team.

Finance: Nothing in addition to the written report.

Human Resources: In addition to the written report, HR Manager Scheer reported working with FF Greg Isaacson and the Colorado Mountain College fire courses.

CRO: Nothing in addition to the written report.

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

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

Operations: In addition to the written report, DC Farrell shared the monthly stats report with a very normal September. The new CAD system is still evolving and will take approximately one year to fully implement. The Station Alerting systems feed from CAD will go live in November.

Chief: In addition to the written report, Chief Berino shared that he attended, in his personal capacity, several meetings on the Lake Dillon FPD ballot question 6A and Copper Mountain Consolidated Metropolitan District ballot question 6C. Also, an issue that continues to arise is whether hazmat trucks should be allowed through the Eisenhower Tunnel instead of over Loveland Pass. The fire suppression system within the tunnel cannot handle a large hazmat spill. Chief Berino will keep the Board updated as this issue is discussed.

**Board Comments:**

None

Adjournment:

M/S/P Broughton and Lee to adjourn the meeting at 10:55 AM.

Vote: All in favor, none opposed.

  
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Mary Hartley, Board Secretary

Approved this 20<sup>th</sup> day of November 2018

  
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Jim Cox, President