

Minutes
Meeting of the Board of Directors
Summit Fire & EMS Authority
Tuesday, April 16, 2019 – 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 at 8:58 AM.

Roll Call:

Board members present were Jim Cox, David Steele, Ben Broughton, Lori Miller, and Jim Lee (by telephone). Staff members in attendance were Chief Jeff Berino, Deputy Chief Bruce Farrell, Acting Deputy Chief Travis Davis, Deputy Fire Marshal Dan Moroz, Battalion Chief Kelly Wagner, Captain Brian Schenking, CRO Steve Lipsher, HR Manager Matt Scheer, Executive Asst Erin Mumma, Board Secretary/Finance Director Mary Hartley, and District Legal Counsel Matt Court.

Guests:

Bryan Webinger, District Manager, Copper Mountain Consolidated Metro District (CMCMD)
Jen Barchers, Board member of Lake Dillon Fire Protection District (LDFPD)

Approval of Agenda:

Add an Executive Session after Board Comments to discuss a personnel matter pursuant to C.R.S. Section 24-6-402(4)(f).

Public Comments:

None

Consent Agenda:

The following items were presented:
Minutes of the March 19, 2019 Regular Meeting and April 1, 2019 Special Meeting
Warrants: March 16, 2019 - April 12, 2019
Financial Report for all funds - March, 2019
After discussion and questions,
M/S/P Broughton and Steele to approve the consent agenda as presented.
Vote: All in favor, none opposed.

Continued Business Items:

Update on new Administration Building:

Chief Berino updated the Board on the current status of the shared administration building with Summit County Government. Chief Berino reported reviewing the third change order and approving drawing number eight. Insulation and drywall are complete and the wood siding is going up as well as the glass for the "store front" of the building. The landscapers would like to start on the grounds around Memorial Day with a tentative move-in date around the middle of June. Capt Schenking is currently working on special projects for the Authority including the moving schedule. The current plan is to move the IT Manager, Colby Poole, in first. He will make sure

the phones and computer systems are connected and working before the rest of the staff begins to occupy the building.

EMS Update

Chief Berino shared with the Board the current status of the proposed transfer of Summit County Ambulance (SCAS) services to the Authority. A draft plan included in the Board packet was discussed. This Thursday at 2:00 pm, senior Authority staff will meet with the final shift and SCAS staff to answer any questions they may have. SCAS has a new ambulance arriving in May, which will have the SFE logo displayed. The Authority is carefully reviewing employee schedules, and considering any changes that may need to occur upon the transfer of ambulance services to the Authority. The current expectation is still that everything will be ready to begin the process of transferring SCAS personnel and assets to the Authority by July 1, 2019. At this time the Authority does not anticipate that there will be a need to fill John Hall's Assistant Director position.

The next step in the transfer process is to begin preparing an Intergovernmental Agreement for the Transfer of Ambulance Services ("IGA") with the assistance of Summit County's Attorney and the Authority's Attorney.

Staff Reports:

Attorney: In addition to the written report, Attorney Matt Court shared information regarding the transfer of ambulance services to the Authority. The first draft of the IGA will be written by Ireland Stapleton, and will include, among other provisions, provisions that govern the leasing and future transfer of SCAS personnel to the Authority, and the leasing and future transfer of all SCAS real and personal property to the Authority. It is anticipated that the lease period will begin on July 1, 2019, which will allow six months to affect the legal transfer of all personnel and real and personal property to the Authority on January 1, 2020. A draft of the IGA will be presented at the May Board meeting.

The proposed legal unification of LDFPD and the CMCMD fire department will be put on hold until 2020 to allow the focus in 2019 to be on the transfer of ambulance services to the Authority. This is expected to still allow enough time to prepare for a November 2020 unification election.

HR Manager Scheer confirmed that SCAS has agreed that all hiring for ambulance services beginning July 1, 2019 will be done by the Authority, with Summit County's approval, and that all costs incurred in hiring and employing new ambulance services personnel between July 1 and December 31, 2019 will be reimbursed by Summit County. Likewise, the County will remain liable for all costs of employment of the leased SCAS personnel for the balance of 2019, including compensation, holiday and other paid time off accruals, and other employment.

Attorney Court reported on pending legislation to the Board. Two bills that were recently introduced are HB19-1210 - Local Government Minimum Wage, and SB19-188 FAMILI - Family Medical Leave Insurance Program. If passed, these bills may significantly impact the Authority.

Last, Attorney Court reported the Residential Assessment Rate (RAR) is likely to be set at 7.15% for 2019, which would be a reduction from the current 7.20% RAR.

High Country Training Center: In addition to the written report, Director Broughton reported the newly hired Training Chief, John Hall, is working out well. He also gave kudos to the staff for working through the lengthy transition.

Wildfire Council: Director Cox reviewed the last meeting held last week. The Summit County Wildfire Mitigation Grants is now accepting applications. The Summit County Wildfire Council provides matching grants to eligible homeowner groups to conduct hazardous fuels reduction projects to protect their property from wildfire. These funds are available through a Summit County property tax approved by voters in 2008. The chipping program will continue this year.

Finance: In addition to the written report, Finance Manager Hartley reported the change to a single Authority CAFR for 2018-2019. With the 2020 transfer of ambulance services to the Authority, the 2020 Authority CAFR will be suspended until the transfer is complete, with an initial CAFR for 2020 to be completed by June 30, 2021. Finance Manager Hartley also reported an error made in the Specific Ownership Tax by the Colorado Department of Revenue for vehicles registered in the month of December 2018. Each County in the state had to refund its proportional share of the error. Summit County's proportion was \$59,693.54, of which \$4,555.21 was Lake Dillon Fire Protection District's share.

Lastly, Finance Manager Hartley will be making reservations for all Board members interested in the upcoming Special District Association's Regional Workshops. Please RSVP to her if interested.

Human Resources: Nothing in addition to the written report.

CRO: In addition to the written report, CRO Lipsher shared that he is attending next week's annual Colorado Risk Reduction Conference in Estes Park. The Annual Safe Summer Kick Off will be held June 8, 2019 beginning at 11:00 AM at Rainbow Park in Silverthorne, CO.

Community Risk Division: In addition to the written report, Chief Berino reported sending a proposed Resolution adopting the 2018 International Fire Code, with local amendments, to all Board members late last week for review and approval at the May Board meeting. The proposed IFC with local amendments is identical throughout the County, with Red, White and Blue FPD and the Authority mirroring the same Resolutions.

Admin Support Services: In addition to the written report, DC Farrell shared that all facilities survived the record breaking winter. The Wildernest facility is being rehabbed to become employee housing in May 2019.

The new IT cloud network is up and running, though IT is still working on getting the printers to work. Once all is working together, it will be rolled out to all employees. Fortunately, this will not be a significant change to our employees except for the change from Microsoft 7 to Microsoft 10. IT Manager Poole will be working on a training schedule to help with the anticipated changeover.

Next Monday, the Summit County 911 Communications Center will be going live with the automatic dispatching system. The automated voice will be giving common names along with an address to help define locations. For example the voice will register "Walmart" along with 840 Summit Boulevard.

Operations: In addition to the written report, DC Davis shared that Engineer Salthouse has stepped up to cover functions and positions at Station 11. DC Davis reported on the EMS year end, including 351 transports and 187,000 miles put on their rigs. The EMS call volumes average 3,200 per year, which are included within the Authority's calls. SCAS received a 99.6% satisfaction rate from 911 responses.

Chief: In addition to the written report, Chief Berino shared that wildland season is here. The wildland refresher trainings are taking place next week. The Chief presented a plaque to the Board that was presented to the Authority crew for helping with the Lake Christine Fire that burned near Basalt and Carbondale on July 3, 2018.

Berino also reported that DC Davis is filling in as the temporary Operations Chief, and Captain Schenking has stepped up to help with special projects including the move into the administration building and updating the Authority's strategic plan for accreditation. The Authority will be over a 100 person organization in a couple of months.

Chief Berino also reminded the Board of the upcoming Annual Banquet on Saturday, May 18, 2019 at the Dillon Community Church at 11:00 AM.

Board Comments:

Director Broughton voiced his concern about the 10 Mile Creek and the avalanche trees blocking the river. Director Broughton expressed his belief that the community needs to work together to clean up this blockage before there are considerable problems.

Director Lee communicated his support for moving forward with changing the station signage names from Lake Dillon Fire Protection District to Summit Fire & EMS Authority. Chief Berino confirmed working with House of Signs on this project which is anticipated to be completed by early fall, 2019.

Executive Session:

M/S/P Cox and Broughton to move into Executive Session to discuss personnel matters under C.R.S. Section 24-6-402(4)(f) at 10:27 AM.

Vote: All in favor, none opposed.

The Executive Session ended at 10:59 AM.

Resume the Regular Board meeting at 11:00 AM.

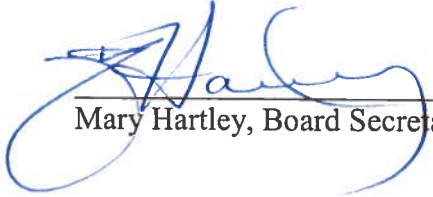
M/S/P Broughton and Lee to direct Chief Berino to conduct a promotional process for an Operations Chief.

Vote: All in favor, none opposed.

Adjournment:

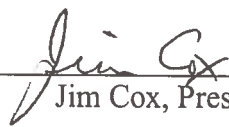
M/S/P Lee and Miller to adjourn the meeting at 11:03 AM.

Vote: All in favor, none opposed.



Mary Hartley, Board Secretary

Approved this 21st day of May 2019



Jim Cox, President