

RED, WHITE & BLUE FIRE PROTECTION DISTRICT

Regular Meeting of the Board of Directors Minutes

March 22, 2018

1.0 Call to Order

The regular meeting of the Board of Directors (BOD) of the Red, White and Blue Fire Protection District (RWBFPD) was called to order by BOD President Arch Gothard at 8:00 a.m.

2.0 Roll Call

Board Members Present: Dean Lippert Rich Rafferty
 Jim Brook Ken Wiegand (excused)
 Arch Gothard

District/Department Attendees: Fire Chief Jim Keating; Deputy Chiefs Jay Nelson and Paul Kuhn; Battalion Chiefs Ryan Roberts, Drew Hoehn, and Skip Bergbauer; Captain Tim Caldwell; Finance Officer Laura Johnson; and Human Resource Officer Amanda Seidler. Teresa Perkins served as recording secretary. Citizens attending: Deb Keating, Rich Ferris and Brian Binge.

3.0 Changes to the Agenda.

Chief Keating requested the addition of an executive session reference negotiations to be added after the agenda item of "other business".

M/S Rafferty/Brook – to approve changes to the agenda. Voice vote, unanimous. Motion carried. At this time, several squad members were recognized as having attended a significant ES call with successful results. Present from that squad were Josh Rynders and Mike Forsythe. Their performance was acknowledged with gratitude by the Board.

4.0 Citizens Comments. No citizens' comments were made.

5.0 Approval of Meeting Minutes. M/S Directors Brook/Lippert – to approve the minutes of the January 25, 2018 meeting as presented. Voice vote, unanimous. Motion carried.

6.0 Review and Approval of Financial and Budgetary Reports.

6.01 Claims Detail Report. Board members had submitted their questions (if any) to the staff prior to the meeting. No additional questions were presented.

6.02 Variance Report. It was noted that no income from Summit County for EMS transports has been received since the first of the year. Board members voiced serious concern with the alarming lack of payment by the County and with the reported deficiencies in the County's accounting system, and requested senior staff to continue to aggressively pursue all payments and related information. Chief Keating is reviewing and monitoring the situation. Shift premium and overtime is currently higher than budget expectations. This is because of the opening of Station 5, which was expected and budgeted, however no action will be taken until the completion of the current EMS study and a permanent staffing model established for that location.

6.03 Income Statement and Balance Sheet. M/S Brook/Lippert to approve the income statement as presented. Voice vote, unanimous. Motion carried.

7.0 Staff Reports.

7.1 Financial Updates.

7.1.1 FO Johnson will send the cash flow analysis shortly Vis-à-vis current income and cash status.

7.1.2 The auditors completed the audit and it will be submitted before the Board for final approval in April. FO Johnson asked the Board members to review the draft audit documents being provided and direct any questions to FO Johnson prior to April 16, 2018.

7.1.3 PERA has dropped the discount rate to 7.25% from 7.75%.

7.2 Human Resources Updates.

7.2.1 HR Amanda Seidler provided a written update to the BOD on various items and activities which occurred during January and February

7.2.2 Amanda noted that the 2018 Summit Reads Book Discussion has chosen the book “Smoke Jumpers” as their feature book for this spring. Several events will be held around Summit County featuring the book.

Director Brook commended HR Seidler and Deb Keating for the work they are doing to spread the positive information about the District and the great job on the Annual Report.

7.3 Fire Chief Report and Updates.

7.3.1 Chief Keating stated that we are using the District credit card more, especially for larger purchases. Chief reviewed the process, what criteria is used, examining the statement, and who reviews the purchase (at least four different people). He emphasized that all items must have a receipt.

7.3.2 Per an earlier inquiry from Director Brook, Chief Keating provided information regarding the District’s contract procedure between the District and employee, when the District employee attends Paramedic school.

7.3.3 No firm date has been established for the release of the ESCI Countywide EMS study.

7.4 Operational Division Updates.

7.4.1 Chief Kuhn reviewed the calls for service in January and February and noted the increase in medical calls continues.

7.4.2 Director Brook emphasized the need to communicate what we can about wildfire preparedness with HOA’s and other groups. Chief Kuhn stated the Countywide annual exercise will be based on wildland fire and conducted in the Lake Dillon area. HR Seidler contributed that

the Summit PIO group has requested an increase in funding to encourage residents to join Summit County Alert because of the enrollment drop, expectedly due to the system provider changes.

7.5 Administrative Division Updates.

7.5.1 Frozen water lines at station 4 was due to an extended power outage. We are still finding additional damage.

7.5.2 Discussion of increased number of inspections, building permits and increased construction.

7.5.3 Chief Keating stated that bids for the generator at Station 4 are due tomorrow. Chief Keating asked for authorization to accept the low bid if it was within the budgeted monies for the project. Board members authorized the awarding of the project if the bids submitted were acceptable and within budget.

7.6 Accreditation Updates. Chief Roberts reported on the progress toward the CAAS certification. We are nearing 40% completion of the submittal.

7.7 Local 4325 Updates. A written report updating the Board on recent activities was included in the board packet.

8.0 Executive session.

M/S Rafferty/Lippert to enter Executive Session at 8:30 a.m. in accordance with §24-6-402(4)(e), C.R.S., determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations and instructing negotiators regarding EMS and Memorandum of Understanding, to include the Board members, Chief Keating and Captain Caldwell.

M/S Brook/Lippert to exit Executive Session and return to the open meeting at 8:50 a.m. Voice vote, unanimous. Motion carried.

9.0 Resolution 2018-04. Adoption of Memorandum of Understanding: Policy Statement of Commitment to the District Relationship and Safety.

M/S Rafferty/Lippert to adopt **Resolution 2018-04. Adoption of Memorandum of Understanding: Policy Statement of Commitment to the District Relationship and Safety.** Director Rafferty read the Resolution in full.

Roll call vote: Lippert, yes; Brook, yes; Rafferty, yes; Gothard, yes. Unanimous, motion passes.

10.0 Citizens Comments. No citizens' comments were made.

11.0 Other Business. No other business was brought before the BOD.

12.0 Adjournment.

M/S Lippert/Rafferty to adjourn the meeting at 8:55 a.m. Voice vote, unanimous. Motion carried.

The next regularly scheduled meeting of the Red, White & Blue Fire Protection District Board of Directors is April 26, 2018 beginning at 3:00 p.m.