

**RED, WHITE & BLUE FIRE PROTECTION DISTRICT**  
**Rescheduled Regular Meeting of the**  
**Board of Directors Minutes**  
**April 11, 2017**

**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 2:00 p.m.

**2.0 Roll Call**

Members Present:     X Teresa Perkins   X Arch Gothard   X Rich Rafferty  
                              X Jim Brook           X Ken Wiegand

Other Attendees: Fire Chief Jim Keating, Deputy Chiefs Jay Nelson and Paul Kuhn, Battalion Chiefs Ryan Roberts and Drew Hoehn, Finance Officer Laura Johnson, Human Resources Officer Amanda Seidler, and Firefighter/Paramedic Aaron Schlachter. Carol Scherling served as Recording Secretary. Tyra Litzau, Deb Keating, and Dean Lippert were also present. Sarah Vaine, Assistant County Manager, joined the audience at 3:00 p.m.

**3.0 Changes to the Agenda**

Chief Keating requested the opportunity to make a staff presentation following the approval of the minutes. M/S Directors Perkins/Rafferty to approve the request to make a staff presentation following the approval of the minutes as requested. Voice vote, unanimous. Motion carried.

**4.0 Citizens Comments**

No citizen's comments were made.

**5.0 Approval of Meeting Minutes**

The minutes of the February 21, 2017 Regular Meeting of the Board of Directors were presented for approval.

M/S Directors Rafferty/Wiegand to approve the minutes of the February 21, 2017 Regular Meeting of the Board of Directors. Voice vote, unanimous. Motion carried.

Chief Keating introduced Aaron Schlachter and presented him with his paramedic badge. Aaron is the most recent District employee to complete the District supported St. Anthony's paramedic program. Aaron is the third District employee to complete the District supported program in the last three years.

**6.0 Review and Approval of Financial and Budgetary Reports**

6.1     2016 Audit Presentation (CAFR). Tyra Litzau, Audit Director, representing the firm of Anton Collins Mitchell LLP, presented the 2016-2017 Audit (CAFR) draft report to the BOD. The Audit/CAFR report will be finalized and presented to the BOD for approval on May 30, 2017. Ms. Litzau exited the meeting at 3:08 p.m.

6.2     Claims Detail. The BOD discussed the February 2017 Claims Detail reports. M/S Directors Brook/Wiegand to approve the Claims Detail reports as presented for February 2017. Voice vote, unanimous. Motion carried.

6.2     Variance Report. The BOD reviewed the variance report for February 2017.

**6.3** Income Statement and Balance Sheet. The BOD reviewed the February 2017 Income Statement and Balance Sheet.

## **7.0 Staff Reports**

- 7.1** Financial Updates. FO Johnson updated the BOD on various items and activities which occurred during the month of February.
- 7.1.1** FO Johnson proposed moving the US Bank accounts due to excessive fee charges. The BOD was in favor of moving the funds.
  - 7.1.2** The capital expenditure reserves and the operating reserve will be discussed at the May 30 meeting. A work session will be scheduled for discussion prior to the BOD meeting if necessary and requested by the BOD.
- 7.2** Human Resources Updates. HR Amanda Seidler updated the BOD on various items and activities which occurred during the month of February.
- 7.2.1** New Hire Process. Applications have been accepted for the firefighter and firefighter/paramedic new hire list. The Chiefs' paramedic interviews will be held in mid-July and the firefighter interviews held in late September.
- 7.3** Fire Chief Report and Updates. Chief Keating updated the BOD on various items and activities which occurred during the month of February. Chief introduced Sarah Vaine, Assistant County Manager.
- 7.3.1** Emergency Medical Service ("EMS") revenues and incident calls for 2017 were discussed. Calls have increased significantly since 2016 with an excess of 500 EMS calls by the end of March 2017. However, County-wide, the number of non-EMS calls has remained level since 2016. RWBFPD has received \$52,341.25 from the County for EMS services provided through February 2017.
  - 7.3.2** Preparation for MVD Conference in June. Deb Keating stated we have had positive support for the conference. We are at 50% participation registration at this time for attendees. Sponsorship registrations are higher than anticipated at this time. Board participation is highly encouraged. On Friday, June 30<sup>th</sup>, two speakers will make presentations to attendees and their families. In the morning, Corey Ciochetti will be speaking on leadership. In the afternoon, a Counterterrorism Intelligence Analyst for the Colorado Information Analysis Center (CIAC) who is a Subject Matter Expert (SME) on international terrorism will be speaking. If room capacity is available, the public will be invited to attend the presentations.
  - 7.3.3** EMS Report. Discussion was held regarding updates with EMS.
  - 7.3.4** Paramedic Departures and a New Hire. Paramedics Chapman and Cheateaux resigned to accept paramedic positions with fire agencies in the Denver Metro area. An offer was extended to a local individual who accepted the position and will begin employment April 27, 2017.
  - 7.3.5** Board Member Applicant. At the conclusion of the meeting, the BOD will conduct an interview with a prospective applicant for Teresa Perkins' position.
  - 7.3.6** Accreditation 2017-2022. RWBFPD was awarded Accreditation for 2017-2022.
  - 7.3.7** Chief asked the BOD to circulate the Annual Report for 2016 to the public at meetings they attend in the county.
- 7.4** Operational Division Updates. DC Kuhn updated the BOD on various items and activities which occurred during the month of February 2017 relating to calls and projects.
- 7.4.1** RWBFPD will be participating in the September HazMat exercises at HCTC. The directors are invited to sign up and observe.
  - 7.4.2** The BOD asked for an estimate of future call volumes based upon the projected increase in visitors and population growth. This information would provide insight to anticipated agency necessitated growth.

- 7.4.3 There was a small campfire/bonfire on Boreas Pass which was put out immediately by the crew. Two crews were sent on wildland deployment in March to Kansas, Oklahoma and Boulder County in Colorado.
  - 7.4.4 PACK tests are currently underway.
  - 7.4.5 The final inspection of the new medic unit will occur April 26<sup>th</sup> with delivery shortly thereafter.
  - 7.4.6 There will be two joint wildland refresher trainings held in April and June.
  - 7.4.7 The Honor Guard team led by FF/P John Zeising is doing a commendable job. They will participate at the Summit High School awards, graduations and other local events. BC Roberts is in charge of the Honor Guard.
  - 7.4.8 The technical rescue team coordinates and trains at the HCTC. FF/P Drumwright participates as a backcountry paramedic. RWFPD works together with other local organizations when needed.
- 7.5 Administrative Division Updates. DC Nelson updated the BOD on various activities occurring during the month of February 2017.
- 7.5.1 The communication operations meeting will be held next Thursday, April 20<sup>th</sup> with discussion to be held regarding the implementation of the new CAD system.
  - 7.5.2 Building Inspections. Secondary building inspections are again in progress. Austin Breuninger has received his code inspector certification. The BOD questioned why existing building inspections were significantly less than previous months. DC Nelson explained this was due to the training time for the new inspector. DC Nelson commented on several upcoming new construction and remodels and plan reviews.
  - 7.5.3 One Ski Hill Grill recently had a hood range fire due to improper cleaning and maintenance of the kitchen hood. The fire was put out by the hood extinguishing fire suppression system. DC Nelson is working with Breckenridge Ski Resort on the maintenance requirements on range hoods to prevent further fires.
  - 7.5.4 Two significant power outages in Breckenridge resulted from transformers damaged by snowplows. The two power surges damaged two servers. The older server had to be replaced and a better surge protector was installed. The new generator budgeted for installation in 2017 will help control power surges placing less strain on the surge protectors. The total cost of repairs was about \$7500. A bid document will be produced shortly for the purchase and installation of the generator.
  - 7.5.5 The Station 5 communication system is fully activated. Breckenridge Grand Vacations has provided us access to its existing fiber optics, Comcast and Direct TV.
  - 7.5.6 The recent wind storm damaged two windows at Station 4. They are being fixed.
  - 7.5.7 SCAS damaged an overhead door frame the Station 4 building. The building will be repainted in the summer and billed to the County.
  - 7.5.8 The Station 6 medic unit was struck by another vehicle during a medical call. The front bumper was damaged but is usable until the part arrives and the season slows to allow time for the medic unit to be repaired. The damage will be paid by Summit County.
  - 7.5.9 DC Nelson stated the new website is now up and running at [www.rwbfire.org](http://www.rwbfire.org).
- 7.6 Summit Fire Authority/High Country Training Center (HCTC) Updates. DC Don Koogler provided a written update on activities at HCTC during February 2017. There was mention made of the increasing number of out-of-county groups attending trainings at HCTC.
- 7.7 Accreditation Updates. BC Roberts provided an update to the BOD on various items and activities which occurred during the month of February 2017. RWBFPD achieved accreditation for the second time in Anaheim, California on March 2017. Director Perkins was a part of the RWBFPD presentation and was commended on her participation at the board hearing. FF Tim

Caldwell was also a part of the panel presentation and hearing. Conversations are underway to obtain increased water availability through the water districts in an effort to achieve a “1” ISO rating sometime in the future.

7.8 Chief Keating and BC Roberts attended Lean Management technology seminar at the accreditation conference. The technology is being considered for the possible implementation at RWBFPD. Director Gothard asked BC Roberts to give a presentation to the BOD at a future meeting.

8.0 Approval of Resolution 2017-03 for the MVD Conference Bank Account.  
M/S Perkins/Wiegand for approval of opening an Alpine Bank Account Agreement for the 2017 Missouri Valley Conference. Roll call vote. Perkins: yes; Wiegand: yes; Rafferty: yes; Brook: yes; Gothard: yes. Roll call vote: unanimous. Motion approved.

Chief Keating introduced Dean Lippert to the BOD. Dean Lippert has applied for the Board/director vacancy which will be available in May, following the term-limit termination of Director Perkins.

9.0 **Citizen’s Comments** – Sarah Vaine congratulated RWBFPD upon its achievement of accreditation. Deb Keating stated the accreditation was a very valuable experience. Dean Lippert stated he was definitely impressed with this organization.

10.0 **Executive Session pursuant to (§24-6-402(4)(e), C.R.S.), developing strategy for negotiations, instructing negotiators, and determining positions relative to matters that may be subject to negotiations.**

M/S Directors Brook/ Perkins to enter an Executive Session at 4:26 p.m. pursuant to §24-6-402(4)(e) C.R.S. for developing strategy for negotiations, instructing negotiators, and determining positions relative to matters that may be subject to negotiations. Voice vote; unanimous. Motion approved.

Individuals present in the Executive Session meeting included Directors Gothard, Perkins, Rafferty, Brook and Wiegand and Fire Chief Keating.

M/S Directors Rafferty/Perkins to suspend the Executive Session at 4:58 p.m. for thirty minutes to interview a board member candidate. Voice vote; unanimous. Motion approved.

M/S Directors Perkins/Wiegand to return to the Executive Session at 5:21 p.m. Voice vote; unanimous. Motion approved.

M/S Directors Perkins/Rafferty to exit the Executive Session at 6:15 p.m. and resume the public meeting. Voice Vote, unanimous. Motion carried.

11.0 **Other Business** – No other business came before the BOD.

12.0 **Adjournment** M/S Directors Wiegand/Perkins to adjourn the meeting at 6:16 p.m. Voice vote, unanimous. Motion carried.

The next scheduled meeting of the Red, White & Blue Fire Protection District BOD of Directors is May 30, 2017 which has been rescheduled from May 25<sup>th</sup>, beginning at 3:00 p.m.