

Minutes
Summit Fire & EMS Fire Protection District
Regular Board Meeting
Tuesday, January 16, 2024
0035 County Shops Road, Frisco, CO
with TeleCon Attendance Option Available

Call to Order:

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

Roll Call:

Board Members present were Lori Miller, Joe Ben Slivka (remote), Dan Johnson, John Piotti, and Jonathan Sinclair (remote). Staff members in attendance were Fire Chief Travis Davis, Deputy Chiefs Brian Schenking and John Wilkerson, Division Chiefs Kim McDonald and Rick Ihnken, Battalion Chief Kevin Skaer, Captains Casey Humann and Matt Brewer, Lieutenants Chris Romano and Steve Wantuck, Wildland Coordinator Kyle Iseminger, Firefighter Medics Mike Williams, Deputy Fire Marshal Scott Benson, Inspector Brigitte Vanya, Community Resource Officer Steve Lipsher, Compensation and Benefits Specialist Erin Mumma, EMS Billing & Coding Specialist Martha Bird, Admin Tech Ginger Hatton, Board Secretary/Finance Director Mary Hartley, and Legal Counsel Emily Powell.

Guests:

None

Approval of Agenda:

M/S/P Piotti and Johnson to approve the agenda as presented.

Vote: All in favor, none opposed.

Public Comments:

None

Consent Agenda:

The following items were presented:

Minutes: November 21, 2023, Regular Board Meeting

Warrants: November 18, 2023 – January 12, 2024

Financial Report for all funds – unaudited December 2023

Director Sinclair stepped away from the meeting at 8:28 am.

After discussion and questions,

M/S/P Johnson and Piotti to approve the Consent Agenda as presented.

Vote: All in favor, none opposed.

New Business:

Consider Resolution 2024-01 Establishing 2024 Meeting Dates, Times, Locations, and Places for Posting Notices.

Finance Director Hartley presented the annual Resolution Establishing 2024 Board Meeting Dates, Times, Locations and Places for Posting Notices.

M/S/P Piotti and Slivka to approve Resolution 2024-01 Establishing 2024 Meeting Dates, Times, Location, and Places for Posting Notices, as presented.

Vote: All in favor, none opposed.

Director Sinclair stepped back into the meeting at 9:03 am.

Consider Resolution 2024-02 - Authorizing the Fire Chief or Acting Fire Chief to Obligate the District for Expenditures of Up to One Hundred Fifty Thousand Dollars (\$150,000.00) for the Purpose of Initiating Emergency Response Measures within the District in the Event of a Disaster Emergency, Without Prior Notice to or Approval of the Board of Directors

Chief Davis presented Resolution 2024-02 to the Board of Directors. This is an annual Resolution that the Board considers. After discussion and questions,

M/S/P Piotti and Sinclair to approve Resolution 2024-02 Authorizing the Fire Chief or Acting Fire Chief to Obligate the District for Expenditures of Up To One Hundred Fifty Thousand Dollars (\$150,000.00) for the Purpose of Initiating Emergency Response Measures within the District in the Event of a Disaster Emergency, Without Prior Notice to or Approval of the Board of Directors, as presented.

Vote: All in favor, none opposed.

Consider approval of the CLA Audit Statement of Work Engagement Letter for the 2023 Financial Audit Finance Director Hartley presented the proposed statement of work engagement letter for the 2023 financial audit by CLA. After discussion and questions,

M/S/P Piotti and Slivka to approve the CLA Audit Statement of Work Engagement Letter for the 2023 Financial Audit.

Vote: All in favor, none opposed.

CPSE Accreditation Report Presentation

DC Schenking shared the CPSE Accreditation Summary Report with the Board.

Continued Business:

Consider new Station 10 (Silverthorne) Guaranteed Maximum Price Update

Chief Davis and Director Piotti updated the Board on the status of the Silverthorne Fire Station work that had been completed since the November Board meeting, including the adjustment to the guaranteed maximum price from \$5.6 million to \$9.2 million due to project change orders. After discussion and questions,

M/S/P Slivka and Sinclair to approve adjusting the 2024 budget by moving \$1,000,000 from the capital budget line #96 to line #95, making the total for line #95 – Construction Cost for Station 10 – to total the adjusted Guaranteed Maximum Price for the new Silverthorne Fire Station at \$9,500,000. Any other budget amendments needed to move revenue and expenditures between budgetary funds will be brought to the Board at the February 20, 2024 Board meeting where a public hearing will be held if needed.

Vote: All in favor, none opposed.

Staff Reports:

Attorney: Attorney Powell reviewed her Attorney’s Report with the Board and reminded the Board that the new retainer structure with Ireland Stapleton begins February 1, 2024. Attorney Powell also welcomed the Board to the 2024 legislative session that started on January 8, 2024. 134 bills have already been introduced with the main themes being wildfire, employment laws and property tax. Attorney Powell reviewed some of the pending legislation with the Board, and ended by sharing there are also more than two dozen property tax initiatives that are in the process of consideration for the 2024 general election ballot.

High Country Training Center: In addition to the written report, Director Miller shared that she and Director Johnson attended the last Board meeting of 2023 and reviewed the final budget, which increased from \$685,000 in 2023 to \$1.2 million in 2024. This increase was mostly due to the three training captains working a 48/96 shift.

Local 4528 Union Update – Local 4528 did not provide a written report this month. Union President Romano stated that the union members were happy with the 15% increase in their pay this year and look forward to working collaboratively in 2024.

Wildland All Matters: Nothing in addition to the written report, which was included as part of the operations report.

Finance: In addition to the written report, Finance Director Hartley presented the District's 2024 annual budget books to the Board, and talked through the nonmaterial adjustments made to the budget. The mill levy certification and budget book have been filed with the Board of County Commissioners and Department of Local Affairs. Property tax revenue increased only .67% based on the final assessment valuation from the Summit County Assessor’s office.

Community Resource Officer: In addition to the written report, CRO Lipsher shared that false alarm reporting has been moved from the fire districts to Summit County to process. Lastly, the 2023 annual report will be ready for Board review at the February meeting.

Community Risk Division: In addition to the written report, Division Chief McDonald thanked his entire staff for all of their hard and successful work in 2023.

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

OPS/EMS Services: In addition to the written report, Division Chief Ihnken shared that the District has supported out of county transports when Stadium Ambulance was unable to provide them. Out of the 1,089 total out of county transports in 2023, the District ran 208 of them, which is down from the 586 out of county transports that the District ran in 2022.

DC Wilkerson reported that Engine 8 will return to service in early March after the engine is replaced.

Fire Chief: In addition to the written report, Chief Davis reported looking at certain positions that were included in the 2024 budget that have not been filled in order to move them to other needed positions within the organization. Chief Davis will continue to keep the Board apprised as changes are made.

Board Comments

None

Adjournment:

M/S/P Piotti and Slivka to adjourn the meeting at 11:08 AM.

Vote: All in favor, none opposed.

Approved this 20th day of February 2024.

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Mary Hartley, Board Secretary

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Lori A. Miller, Board President