

Minutes
Summit Fire & EMS Fire Protection District
Regular Board Meeting
Tuesday March 15, 2022
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 ("SFEFPD") Board of Directors ("Board") was called to order at 9:00 AM.

Roll Call:

Board Members present were Lori Miller, Jen Barchers, Ben Broughton, and Jim Lee. Staff members in attendance were Chief Travis Davis, Deputy Chiefs John Wilkerson and Brian Schenking, Division Chiefs James Woodworth and Kim McDonald, Battalion Chief Ryan Cole, Captains Matt Brewer and Kevin Skaer, Lieutenants Doug Beeler, Aaron Kaltenbach, and Paul Lawrence, Engineers Frank Towers and Chirs Romano, Paramedic Patrick Turgeon, FF Medic William Martinez, Firefighter Gerald Tofferi, Community Resource Officer Steve Lipsher, Human Resources Manager Matt Scheer, Accounting Supervisor Jessica Fuller, Payroll and AP Specialist Erin Mumma, EMS Medical Billers Martha Bird and Gayle Cottingham, Board Secretary/Finance Manager Mary Hartley, and Legal Counsel Emily Powell.

Guests:

Dylana Gross, ColoTrust Investment Advisory Services
Sarah Abbott, Associate of Ireland Stapleton Pryor & Pascoe, PC
Joe Ben Slivka
Dan Johnson

M/S/P Lee and Barchers to excuse the absence of Director St. John from the Board meeting.
Vote: All in favor, none opposed.

Approval of Agenda:

M/S/P Broughton and Barchers to approve the agenda with the addition of Badge and Oath pinning ceremony for new firefighter Gerald Tofferi in New Business.

Vote: All in favor, none opposed.

Public Comments:

None

Consent Agenda:

The following items were presented:

Minutes: February 15, 2022 Regular meeting
Warrants: February 12, 2022 – March 11, 2022
Financial Report for all funds – February 2022

After discussion and questions,

M/S/P Barchers and Broughton to approve the Consent Agenda as presented.

Vote: All in favor, none opposed.

New Business:

Employee Introduction, Oath and Pinning

HR Manager Scheer gave the Oath and Badge pinning to Firefighter Gerald Tofferi, assisted by Firefighter Tofferi's wife.

Consider adoption of Amended and Restated SFA Administrative Support and Facility Management Services IGA

Chief Davis presented the Amended and Restated Summit County Fire Protection Authority Administrative Support and Facility Management Services Intergovernmental Agreement (IGA) to the Board. After discussion and questions,

M/S/P Barchers and Broughton to adopt the Amended and Restated Summit County Fire Protection Authority Administrative Support and Facility Management Services IGA as presented.

Vote: All in favor, none opposed.

Fire Permit – Regulatory Matters

Chief Davis and Attorney Powell discussed the ongoing effort to establish rules for the District's issuance of recreational fire permits, including options for issuing a conditional use permit or for denying or revoking an issued permit to protect the District from fire danger due to unsafe or noncompliant use.

Annual Report Review

CRO Lipsher presented the draft 2021 annual report regarding the District's operations and administration. After discussion, CRO Lipsher will be bringing a revised annual report back for the Board's review at the April Board meeting.

ColoTrust Investment Overview

Dylana Gross, ColoTrust VP, Investment Advisory Services, presented the overview of the District's investments with ColoTrust and gave an economic update to the Board.

Continued Business:

Election Update

DEO Hartley updated the Board on the status of preparations for the District's polling place election on May 3, 2022.

Staff Reports:

Attorney: In addition to the written report, Attorney Powell reported on the legislative tracker with the Board.

High Country Training Center: In addition to the written report, Director Miller reported that Director Barchers will be attending the next SFA Board meeting.

Wildland All Matters: Director Lee reported that Chief Davis attended the Wildland Council meeting and made a presentation on the District's wildland program.

Finance: In addition to the written report, Finance Manager Hartley shared the governance agreement that is attached to the Finance report in the Board packet. This is a required communication to the Board.

Human Resources: In addition to the written report, HR Manager Scheer reported hiring another Firefighter medic who will begin at the end of March as well as hiring a wildland specialist who will begin the beginning of April.

Community Resource Officer: In addition to the written report, CRO Lipsher shared that the first wildfire extravaganza is slated for Saturday, May 21, 2022 from 10-2 pm. Invitations have been sent out to community members.

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

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

OPS/EMS Services: Nothing in addition to the written report.

Fire Chief: In addition to the written report, Chief Davis reported working with the Town of Silverthorne on helping the District move forward with establishing a fire station within the Town's boundaries. The cost to build on the cottonwood site is estimated to be between \$750 - \$1,200 per square foot. Chief Davis will be reaching out to the Town to see if the District can move back into the old Station 10 location in Silverthorne.

Board Comments

None

Executive Session:

M/S/P Broughton and Barchers to move into Executive Session under CRS Section 24-6-402(4)(b) to receive advice from legal counsel related to labor/management relations.

Vote: All in favor, none opposed.

Attorney Powell certified for the record that the Executive Session constitutes privileged attorney-client communications and would not be recorded. The Board entered Executive Session at 11:20 AM.

M/S/P Broughton and Barchers to move out of Executive Session at 12:13 PM.

Vote: All in favor, none opposed.

Regular Board meeting resumed at 12:13 PM.

Board Comments

None

Adjournment:

M/S/P Broughton and Lee to adjourn the meeting at 12:13 PM.

Vote: All in favor, none opposed.

DocuSigned by:
Mary Hartley
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Mary Hartley, Board Secretary

Approved this ____ day of 5/23/2022 2022.

DocuSigned by:
Lori A. Miller
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Lori A. Miller, Board President

I hereby attest that the information communicated during the executive session, which was not recorded, constituted privileged attorney-client communications.

Emily J Powell
Emily Powell, Esq.

I hereby attest that the executive session, which was not recorded, was confined to the topics authorized for discussion in Executive Session pursuant to C.R.S. § 24-6-402(4)(b).

DocuSigned by:
Lori A. Miller
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Lori Miller, President