

**RECORD OF PROCEEDINGS
ROARING FORK FIRE RESCUE AUTHORITY
VIRTUAL BOARD MEETING**

April 21, 2020

Authority Board President Ed Van Walraven called the meeting to order at 8:35 a.m. Board members present were Ed Van Walraven, Leroy Duroux, John Young, Bill Boineau, Brian Olson and Irene Greiser. Others present were SWFPD Director Donna Aiken, Chief Scott Thompson, Deputy Chiefs Pete Bradshaw, Kevin Issel and John Mele, Division Chiefs Richard Cornelius and Terry Cox, Finance Director Jennifer Thompson, Human Resources Director Renee Thomas, IT Director Erik Johnson, Attorney Bob Cole and Susan Herwick all in attendance.

Guest: Dave Heivly

Chair Ed Van Walraven wants to express his gratitude to everyone in our Roaring Fork Fire Rescue Authority family for their unwavering focus during these trying times. Especially our first responders who answer the call without hesitation.

Minutes of March 24, 2020 Meeting:

Director Greiser made a motion to accept the minutes as read, the motion was seconded by Director Duroux. All were in favor and the motion carried 6 – 0.

Public Comments:

None

Attorney's Report:

Attorney Bob Cole stated that he has been assisting the Authority with COVID-19 related matters. He recommends that we approve the extension of the Emergency Disaster Declaration to May and continue to amend it until it is rescinded. Director Boineau made a motion to extend the Emergency Disaster Declaration to May, it was seconded by Director Greiser. All were in favor and the motion carried 6 – 0.

Chief's Report:

Chief Thompson stated that we've done a great job of keeping everyone healthy. The ambulances and stations are being sanitized twice a day. After each medical call the ambulance is wiped down and sanitized with an Ozone generator. We have two ambulances at each station for District coverage.

Division Chief Cornelius is working with both the Eagle County and Pitkin County Incident Management Teams. There has been a significant decrease in call volume over the last two weeks. Crews are calling on the phone to assess patients with possible COVID-19. Special kits have been made up to take in to homes for these patients. We have a procedure in place to isolate our employees should someone come

down with COVID-19. Immediate testing for anyone showing symptoms of COVID-19 has been arranged.

Deputy Chief of Administration Report:

Deputy Chief Bradshaw stated that the housing grant program is to offset the expense of living in our valley. We have given out \$7200 to four people. The health and wellness benefit for our volunteers has reduced requirements right now. We have given out \$3500. There was no mid-construction inspection on the new ladder truck. We expect it to be delivered mid-summer.

Deputy Chief of Operations Report:

Deputy Chief Kevin Issel stated that we are staffing at eight personnel per day (4 at Station 45, 2 at Station 41, and 2 at Station 42) Call volume has plummeted. We have an on-duty staff meeting every other day. We are controlling the number of personnel in the equipment. In May we might release the volunteers to sign up for more shifts. The fire engine that is currently in Thomasville will be sold as soon as the two new engines are in service.

Deputy Chief/Fire Marshal Report:

Fire Marshal John Mele stated that we are going to have one of our busiest construction seasons ever this summer. We have the Steadman Clinic going in at Willits, a seven-story building going in at Base Village, and the Twenty-five townhomes going in on Fanny Hill. This stage of construction is the most dangerous for our crews. He has asked all crews to study up on high angle, trench rescue, building collapse and other construction related accidents. Life safety inspections are on hold right now.

Division Chief of EMS:

Division Chief Richard Cornelius stated that COVID-19 PCR testing has started in the El Jebel and Basalt communities in our valley. Mid-Valley Family Practice has 100 rapid tests that provide results in 48-hours. Fifty of these tests have been administered already. Pitkin County started serology testing last week. This test looks at antibodies for COVID-19 immunity. PCR testing needs to happen in Pitkin County before they will start reducing the restrictions in the Public Health Order. Pitkin County does not have the COVID-19 tests available or the manpower on the back end for contact tracing that Eagle County has.

Division Chief of Training:

Division Chief Terry Cox stated that Target Solutions is keeping everyone engaged and the knowledge flowing.

HR Report:

Human Resources Director Renee Thomas stated that lots of new laws were rolled out at the beginning of the COVID-19 response. She is working with Attorney Bob Cole on additional emergency pay guidelines for staff and volunteers. We have used the Federal guidelines to develop ours.

Finance Report:

Finance Director Jennifer Thompson stated that all three Districts will have to approve supplemental budget resolutions for 2019 in order to finalize their respective audits. Jennifer reviewed the April financial reports with the Board. Jennifer noted that there was a potential for an initial short fall in the collection of business property taxes affected by the COVID-19 shut down. The assessor's office is anticipating an approximate \$500,000 initial shortfall, but further noted that these taxes will still be owed and most likely collected at a later date. The COVID-19 expense report was explained. Director Boineau asked if the charge for Lifesize was annual, monthly, or a onetime fee. IT Director Johnson stated that it is billed annually. Jennifer stated that she put this fee under the COVID-19 response for this year and it will be listed under subscription in subsequent years.

Director Olson made a motion to approve Resolution 5, Series 2020, a Resolution summarizing supplemental expenditures and revenues for each fund and adopting a supplemental budget for the Roaring Fork Fire Rescue Authority for the General fund for the calendar year beginning on the first day of January 2019 and ending on the last day of December 2019. The motion was seconded by Director Greiser, all were in favor and the motion carried 6 – 0.

Information Technology:

None

Board Comments:

Director Young stated that he was frustrated with the unreliability of the COVID-19 testing.

Staff Comments:

None

Unfinished Business:

None

New Business:

None

Volunteer Meeting:

We will have a virtual meeting on May 5, 2020 at 6:00 p.m. We have requested that questions be submitted ahead of time. Director John Young stated that he would attend this meeting.

Adjournment:

Director Greiser made a motion to adjourn the meeting, it was seconded by Director Duroux. All were in favor and the motion passed 6 – 0. The meeting was adjourned at 9:51 a.m.

To watch this meeting in its entirety: <https://youtu.be/ZBKlWYVfboc>