



**RECORD OF PROCEEDINGS
JOINT SNOWMASS-WILDCAT FIRE PROTECTION DISTRICT AND
BASALT & RURAL FIRE PROTECTION DISTRICT BOARD MEETING
February 08, 2023**

Authority Board President Ed Van Walraven called the meeting to order at 9:30 a.m. Other Board members present were Leroy Duroux, Scott Arthur, Elizabeth Striegler, Dave Heivly, John Young, and Vonda Williams. Others present were Chief Scott Thompson, Deputy Chief Richard Cornelius, Deputy Chief/Fire Marshal John Mele, Deputy Fire Marshal Brooke Stott, Division Chief Daniel Palmer, Human Resources Director Renee Thomas, Finance Director Jennifer Thompson, IT Director Erik Johnson.

Members present on Lifesize: Board Member Drew Detrick, Deputy Chief Kevin Issel, Assistant Fire Marshal Jim Pidcock, Lieutenant Mo McPhee, and Attorney Bob Cole.

Members absent: Directors Mark Kittle and Greg Balko.

Guest: Hillary Fletcher – Director of Community and Governmental Affairs
Tom Oken - Consultant

Hillary Fletcher:

Meeting Objectives:

- a. Consideration of key RFFRA Governance Practices
- b. Concurrence on Master Plan Recommendations
- c. Discussion of Financial Analysis
- d. Agreement on Next Steps

Consideration of key RFFRA Governance Practices:

Hillary Fletcher's power point presentation covered Governance, Delegation of Authority under Colorado law, Conflict of Interest, Code of Ethics, Public Perception, (Board By-Laws - Delegation, Fire Chief's Authority, Expected Director Conduct, Committees, Director's Role). Open Meetings Law (OML) is Effective for Whom, applies to Whom, Applies to What, Applies to Email, Meetings Open to the Public, Meeting Notice, Discussion Between Meetings by Less than a Quorum, Special Meetings, Executive Sessions, and Violations. Attorney Bob Cole stated that the Board has all of the power of the District until they delegate it to someone else. The Board has delegated the authority to the Fire Chief to

operate/run the District and bring issues back to the Board. You need to either respect that decision or change it.

Attorney Bob Cole stated that with regards to the ethics code, if you have issues, bring them forward. If there is a conflict, you need to step back, stay out of the mix, and certainly not vote. The perception of conflict is usually the case and not a technical conflict.

Attorney Bob Cole stated that the bylaws are a key document of the Board that reflects how you want business done. They need to be reviewed at least once per year to make sure that they reflect that.

Attorney Bob Cole stated that if the majority of the Board wants a topic discussed, have it put on the agenda, make a motion, and make a decision.

Attorney Bob Cole stated that it is important for Board members to have relationships with staff but keep it to a social level. If an issue is brought to you, ask the person to take it to their supervisor and up the chain of command.

Attorney Bob Cole stated that the law recognizes a serious emergency, one that is threatening life safety or property. You can convene a meeting without posting 24-hours' notice. If you take action during the emergency meeting, then at the next regular meeting you need to go back and ratify the actions that were taken at the emergency meeting. At this meeting you should delegate greater authority to the Fire Chief to manage the emergency.

Attorney Bob Cole stated that to go into executive session you need to state the statute and the reason you are going to have an executive session in as much detail as possible without compromising the executive sessions. Follow the script every time to avoid violation of the law. You then need a motion and a vote to go into executive session, then you want to exclude from the executive session anyone who are not needed for the discussion. Once in executive session and being recording you need to restate statute, reason, and motion approved that allows the Board to be in executive session. You should also all introduce yourselves so that it is on audio who specifically was in executive session. Date and time stamp the recording at the beginning and at the end. Hillary stated that if the executive session is regarding personnel matters the person in question has the right to have the discussion in a public setting rather than an executive session. Attorney Bob Cole stated that if an executive session is challenged, the audio recording gets turned over to the district court judge. They will listen to it and determine whether the procedure and substance were proper. If they were not, the audio recording will become public record.

Attorney Bob Cole stated explained the Marshall v. Douglas County Board of Education case.

Questions, answers and discussion occurred throughout the power point presentation on these topics.

Master Plan Overview:

Hilary Fletcher's power point presentation covered master plan recommendations, long term goals, and topics for Board consideration.

Tom Oken presented the financial discussion portion of the power point presentation which covered master plan forecast 3, property tax revenue, revaluation year, Senate Bill 22-238, recommendations and the next steps.

Tom Oken suggests that we see what the reevaluation of properties in each District does in May, 2023. We may not need to ask the taxpayers for operational money. Hillary stated that you should have another joint meeting after the reevaluation in May.

Director Heivly asked what it would take to become the highest paying agency in the valley. Chief Thompson stated that it wasn't only compensation. It's the career progression that was laid out in the strategic plan because we added an Engineer position. We also have to work on wage compression. Some Firefighters make more than the Battalion Chiefs because of overtime. We need to fix these issues.

Hillary stated that adding more staffing will decrease the overtime pay. You need to put some hard numbers to staffing and capital projects. Hopefully, the reassessment will capture the operational costs and you really only need to go to the voters for capital funds.

Chief Thompson wants to use our volunteers and part-time staff to cover shifts instead of hiring overtime in 2024 and 2025.

Chief Thompson stated that we will still need to bond for the remodel of Station 42 and the training facility.

Hillary Fletcher stated that both she and Tom recommend constituent polling before we go to the taxpayers.

The power point presentation for this meeting is attached to these minutes.

Adjournment:

The meeting was adjourned at 11:42 a.m.

To watch this meeting in its entirety, please go to the following link:

Combined Board 1st Half: <https://youtu.be/DXFTJ-oHGFI>

One hour and twenty-seven minutes.

Break until 11:35

Combined Board 2nd Half: <https://youtu.be/2WSX7hVZUPg>

Forty Minutes