

**RECORD OF PROCEEDINGS FOR THE  
COLORADO RIVER FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS  
SEPTEMBER 13, 2022  
STATION 41, 1850 RAILROAD AVE, RIFLE, CO 81650**

The regular scheduled meeting was called to order by Chairperson Weisbrod at 6:30 pm.

**ROLL CALL:**

**Board Members Present:**

Matt Weisbrod, Vice President (Acting Chairperson)

Addy Marantino, Secretary

Dick Miller, Director

Levy Burris, Treasurer (Arrived at 6:32 pm)

**Board Members Absent:**

Alan Lambert, President/Chairperson (excused)

**Others Present:**

Leif Sackett, Fire Chief

Zach Pigati, Operations/Wildland Division Chief

Scott Van Slyke, EMS/Training Division Chief

Orrin Moon, Prevention Division Chief

John Gredig, IT Director

PJ Tillman, Administrative Director (Via Conference Call)

Dino Ross, Legal Counsel for the District

Sarah Abbott, Legal Counsel for the District

Bill Smith, Lieutenant (Via Conference Call)

Secretary Marantino made a motion to excuse President Lambert and Treasurer Burris from the Board Meeting. Director Miller seconded the motion. The motion passed unanimously. Treasurer Burris arrived at 6:32 p.m.

**ADDITIONS/DELETIONS/CHANGES TO THE AGENDA:**

None.

**CONSENT AGENDA:**

Secretary Marantino made a motion to approve the Consent Agenda as presented. Director Miller seconded the motion. The motion passed unanimously.

**PUBLIC COMMENT:**

None.

**LEGAL COUNSEL UPDATE:**

Attorney Ross stated legal counsel was not involved in many legal matters over the last month. He assisted Chief Staff with the District's Public Notice of the Proposed 2023 Budget.

**FIRE CHIEF REPORT:**

Fire Chief Sackett reviewed his report and mentioned a new business action item of a review and consideration of adopting a FY2023 Budget Calendar and an ambulance fee schedule. He stated there were no old business items to discuss during this Board meeting.

Fire Chief Sackett stated the District received certified preliminary assessed valuations from the Assessor's Office and the District received a significant increase. He stated Chief Staff is intending to add one more personnel to each shift and add personnel to the Wildland Division. He stated Chief Staff is working on continuing succession planning under Chief Moon's division. Fire Chief Sackett stated the District is also looking at providing a 10% COLA to compensation for staff.

Fire Chief Sackett stated he attended a CEBT renewal meeting and the District's health/dental/vision insurance premium has increased by 4.5%. Fire Chief Sackett stated the District's work comp claims experience modification factor (MOD) is expected to drop from 1.39 to 1.00, which is equivalent to a 28% decrease. He stated that, although the MOD

is decreasing, the District is still expecting a premium increase of 5% to 10%. In addition, the District's property, vehicle, and liability insurance premiums are increasing by 8%. Fire Chief Sackett stated he and Administrative Director Tillman will be reviewing and updating the District's asset schedule to better reflect the overall values of the District's properties.

Fire Chief Sackett stated the District will be hosting an Open House on September 24, 2022 from 10 am to 2 pm at Station 41. The crews are very excited and look forward to getting back to in-person community involvement.

Fire Chief Sackett stated he is thankful to serve such supportive communities and to have members with a service-oriented mindset.

**NEW BUSINESS/ACTION ITEMS:**

**a. Fire Chief/Administration: Appoint Administrative Director Tillman as Budget Officer/Review 2023 Budget Calendar/Review Public Notice of Proposed 2023 Budget**

Fire Chief Sackett reviewed the new business item of appointing Administrative Director Tillman as the District's Budget Officer. He stated each year the District appoints a Budget Officer to compile the District's annual budget and ensure compliance with the requirement of budget hearings and notices. Fire Chief Sackett reviewed the District's Budget Calendar for fiscal year 2023, along with the Public Notice of Hearing on the 2023 Budget.

Director Miller made a motion to approve Administrative Director Tillman as the Budget Officer. Secretary Marantino seconded the motion. The motion passed unanimously.

**b. Fire Chief/EMS: Consideration of Updated Ambulance Fee Schedule**

EMS/Training Division Chief Van Slyke stated that during the August Board Meeting Staff discussed with the Board increasing ambulance fees. He stated feedback from

the Board was to establish a data-driven approach to assess and determine if there is a need to increase the District's ambulance fee schedule. EMS/Training Division Chief Van Slyke stated ambulance fees have not been increased since the formation of the District ten years ago. He stated Chief Staff is unable to locate records that indicate if there was a fee increase at that time or if an existing ambulance fee schedule was adopted from either Burning Mountains Fire Protection District or Rifle Fire Protection District. Chief Staff has determined there is a need to increase the District's ambulance fee schedule due to the rising costs to provide services.

EMS/Training Division Chief Van Slyke presented a PowerPoint on how the District utilized a data-driven approach to develop a proposed fee schedule. He stated the Colorado Supplemental Reimbursement Program (SRP) application was utilized as a basis to determine the overall cost for the District to provide Medical Transport Services (MTS). He stated this audited report shows the District's MTS costs at \$4,107,086.24. He stated the District transported 1,050 patients in 2021. As a result, the District's average cost to transport a patient is \$3,911.51. In 2021, the District's audited EMS revenue was \$396,409.52. The District received an additional \$134,225.67 from the SRP, for total EMS revenue of \$530,635.19. He stated this accounts for 12.9% of MTS costs. Chief Staff utilized 2021 EMS billing data to determine the number of BLS, ALS 1, and ALS 2 charges and collection rates to calculate potential billing amounts and revenue from 2021. When calculating the fee schedule, the ratio of ambulance fees to total MTS cost was the primary focus. This helped to keep the process objective in the final determination of ambulance fees. Once a BLS base rate fee was determined, ALS 1, ALS 2, and mileage fees were calculated utilizing the same ratio that Medicare and Medicaid utilized in their fee schedules.

EMS/Training Division Chief Van Slyke presented the following three ambulance fee schedules:

Option 1: Set MTS revenue to a number that is 20% of MTS.

20% of MTS Costs

BLS \$1,017.00

ALS 1 \$1,207.69

ALS 2 \$1,747.97

Milage \$20.02

Option 2: Set MTS revenue to a number that is 25% of MTS.

25% of MTS Cost

BLS \$1,331.00

ALS 1 \$1,580.56

ALS 2 \$2,287.66

Milage \$26.20

Option 3: Set MTS revenue to a number that is 30% of MTS.

30% of MTS Cost

BLS \$1,644.50

ALS 1 \$1,952.84

ALS 2 \$2,826.49

Milage \$32.37

Chief Staff recommends Option 2, setting MTS revenue to a number that is 25% of MTS.

Further Board discussion ensued. The Board stated it would like to revisit this topic with more accurate figures and would like to review all options before making a decision.

Director Burriss made a motion to table New Business Item B: Fire Chief/EMS: Consideration of Updated Ambulance Fee Schedule to the October Board meeting. Vice President Weisbrod seconded the motion. The motion passed unanimously.

Administrative Director Tillman briefly reviewed some changes to the District's Public Notice of Hearing on the 2023 Budget and the Budget Calendar for Fiscal Year 2023.

**OLD BUSINESS/DISCUSSION ITEMS/FOLLOW-UP ITEMS:**

None.

**OPERATIONS/WILDLAND UPDATES:**

Operations/Wildland Division Chief Pigati presented the following updates to his report:

- A Type 3 and Type 6 have been deployed to northern California. Total of 12 firefighters.
- Working on the Apparatus Replacement Plan for the coming years.
- Working on getting another brand of thermal imaging cameras (TICs). The MSA's that Staff ordered in October 2021 continue to be delayed either due to supply or recalls. Firefighter Asplund has done a lot of research on different brands. He has recommended, and the battalion chiefs agree with, looking at a different vendor. Staff has decided to go with FLIR TICs through Seawestern. The District purchases its personal protective equipment (PPE) from this company, and they were able to get the District TICs that have arrived on August 31, 2022.
- Type 6 crew returned from California and was able to pick up the Type 3 that was waiting on repairs in southern California.
- Submitted a grant with El Pamero for new mobile and portable BK radios.
- Sent a Wildland lieutenant out as a TFLD Priority Trainee.
- The District was awarded the House Bill 22-1194 Funding Grant for PPE. The total amount awarded was \$42,242.50. The grant includes 20 sets of structure PPE, 50 pairs of structure gloves, and 5 wildland fire shelters.
- Did a crew swap with the Type 3 in northern California.
- Should have the RFP for the battalion chief truck finished by September 13, 2022.
- Attended a webinar, Facing the New Recruitment Reality: Career and Volunteer

Strategies That Work. This will help Staff as the District looks to rebuild its volunteer ranks and help Staff adjust their hiring practices to get the right people to apply.

### **EMS/TRAINING UPDATES:**

EMS/Training Division Chief Van Slyke presented the following updates to his report:

#### **EMS Updates:**

- Worked with Senior Staff to conduct data-driven research on the recommended ambulance fee increase.
- Grand River Hospital hosted a stroke course; CRFR had seven members attend the training.
- Crews assisted Vista Health with an in-service on their new evacuation chair.
- Attended various internal and external meetings.

#### **Training Updates:**

- Congratulations to Cody Lister for obtaining his Live Fire Fixed Facility Instructor certification and Emily Bosman for completing her Firefighter II certification.
- Crews logged 394 hours of training during the month of August.
- Firefighter Asplund developed in-service training for new TICs.
- Reviewed and edited new SOG's.
- Completed ISFSI Training Officer Credential course.

### **PREVENTION/FLEET/FACILITIES UPDATES:**

In addition to the Division's monthly activity report, Division Chief Moon provided the following updates:

#### **Prevention Projects:**

- Meeting with Town of New Castle and BLD developers on some final wildland access issues on North Wildhorse Drive. The District is asking for a gravel road in the wildland area behind the housing development.

- Reviewed final plans and made comments for Longview development, which was the Romero Development across from Station 64. They are going in front of New Castle Planning and Zoning Commission on the 13th.
- Reviewed and made comments on Eagles Ridge Ranch, which is the town homes and apartments to the north and east of Station 64. The developer has downsized the development from 30 homes to 20 townhomes and removed an access street and apartment buildings. This change is going in front of New Castle Planning and Zoning Commission on the 13th.
- Received plans for a new storage building with living quarters in Silt. This building changed to a storage building only and he is waiting on revised plans.
- Reviewed and made comments to a new proposed 18-lot mini home development to the north of 14th Street (north of City Market Fuel Station) in Rifle. This is the start of a mini home development that wants to access the property to the south of 16th Street.
- Received plans for an 8000 square foot addition to Walmart off Airport Road.
- Received revised plans for the Kings Crown Expansion north of Hwy 13 bypass.
- Received preliminary plans for a proposed subdivision to the West of Kings Crown, which will have homes and some commercial buildings.
- Reviewed final sprinkler plans on the buildings H and I at River Trace in Silt.

**Inspections this month:**

- Division Chief Moon and Mike Glynn completed fire inspections on all Mountain Valley Development properties in the District.
- Final inspection on a clean agent suppression system in the Garfield County Building on 14th Street in Rifle.
- Conducted final inspection on the suppression system in the paint booth at Auto Glass & Auto Body Professionals on Hwy 6 in Rifle.

**Community Risk Reduction:**

- Aug 10<sup>th</sup> - Jonathan Baker did a car seat check.



- Aug 13<sup>th</sup> - Maria taught a CPR/First Aid class to 6 foster parents referred by DHS.
- Aug 20<sup>th</sup> - Silt Hey Days Parade and Silt Hey Days attended by Leif, Orrin, Maria, and the on-duty crew.
- Aug 24<sup>th</sup> - Maria taught Hands-Only CPR, AED, and extinguishers to the staff of Silt Library.
- Sept 1<sup>st</sup> - Duty crew sprayed water at fourth and fifth graders of Elk Creek Elementary. A reward for them.
- Sept 7<sup>th</sup> - Maria did BLS skills check-off for a nurse in desperate need. Her card was expired.
- Sept 10<sup>th</sup> – Manned a booth at Burning Mountain Days and parade.
- Sept 10<sup>th</sup> - Touch-a-truck at GARCO Fairgrounds put on by Young Guns organization.

#### **Upcoming CRFR Events:**

- Burning Mountain Days on September 10, 2022.
- Rifle Station Open House on September 24, 2022, from 10:00 am to 3:00 pm. All Board members are encouraged to attend.

#### **Stations, Buildings and Grounds:**

- Overhead garage doors are showing their age with two doors being repaired at Station 41 and one being repaired at Station 61. Door springs were replaced on one door and the operator is being replaced on the other door at Station 41. Door springs were repaired at Station 61.
- Fronter Paving has Station 61 on schedule for the middle of September.

#### **Apparatus Service and Maintenance:**

- Kreig Kasten has started yearly services on the District's apparatus fleet. At least one ambulance has been out of service every week for the last month due to various issues.
- Kreig helped with the ladder and aerial inspections last week in Rifle. All of the District's ladders and the aerial passed the annual inspection.

## **INFORMATION TECHNOLOGY/DATA UPDATES:**

IT Director Gredig provided an update on the prior month's activities:

- Finalizing training and radio information for the new communications plan with Dispatch.
- Continuing work on the mapping project in the County.
- Starting work with ImageTrend on implementation of new software.
- Working on specs for station alerting options to promote firefighter health and safety in conjunction with helping Chief Sackett apply for an Assistance to Firefighters Grant.
- Working with Chief Pigati and Lt. Smith on electronics for the new vehicles.
- Attached is the August Summary Report.
  - Monthly 911 call volume for August was up 24.0%, and overall call volume was up 11.7%.
  - Overall, for the year, 911 call volume is still up 8.5% and 6.0% up for all call types.

## **ADMINISTRATION/FINANCE UPDATES:**

Administrative Director Tillman presented the following updates to her report:

- Working on commercial liability, vehicle, property, and worker's compensation estimates from various sources for fiscal year 2023.
- Processed wildland deployment invoices in the Division of Fire Prevention and Control's Fire Billing System:
  - Through the end of August, CRFR has submitted invoices totaling \$1,265,262
    - A total of 50 deployments through 08/31/2022
    - \$214,966 in equipment fees
    - \$284,948 in base salary and benefits reimbursement
    - \$534,078 in deployment Over Time and benefits reimbursement
    - \$6,745 in holiday pay and benefits reimbursement

- \$215,688 in travel/fuel expense reimbursement
- \$9,025 in administrative billing fees
- Meetings and correspondence with Gemsbok Consulting on 2023 budget model.
- Attended annual FPPA conference virtually.
- Continuing review of draft Employee Handbook with CPS HR Consulting.
- Deployed to Fish Fire in Sundance WY with RM CIM team.
- Processed invoices in accounting system and issued payments.
- Reviewed timesheet data and processed payrolls for prior month.
- Uploaded pension contribution reports and submitted payments to FPPA and PERA.
- Processed employee insurance coverage changes with CEBT and AFLAC.
- Amended PTE and FTE members as necessary to FPPA/PERA pension plans and termed any former members.
- Reconciled bank/fund accounts for monthly financials.
- Prepared Board meeting agenda and packets for monthly meeting and distributed to the Board.

**DEPARTMENT GOOD NEWS:**

Fire Chief Sackett reviewed positive comments from the District's social media accounts thanking District Staff for saving lives and providing excellent service. Fire Chief Sackett also reviewed an award letter the District received for personal protective equipment.

**BOARD MEMBER COMMENTS:**

**Secretary Marantino:** Thank you for all the things you do, especially with providing the ambulance fee information, sharing the grant success, and providing emergency services. This is an excellent report.

**Director Miller:** I would like to thank you for providing information to me and I will continue to ask questions throughout the year.

**Vice President Weisbrod:** Thank you for letting our public and constituents know what the District does every day. We had great conversations tonight and I am happy with where things are going. Thank you.

**ADJOURNMENT:**

There being no other business to come before the Board, Chairperson Weisbrod adjourned the meeting at 7:45 p.m.

**APPROVAL:**

The foregoing Minutes, which has been approved by the affirmative majority vote of the Board of Directors of the Colorado River Fire Protection District, is a true and accurate record of the meeting held on the date state above.

Date: 10/11/2022



Date: 10/11/2022

