

Aspen Fire Protection District



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Board of Directors Regular Meeting April 14, 2020

The Board of Directors of the Aspen Fire Protection District met for their regular meeting on April 14, 2020. The meeting was held electronically via Zoom.

Meeting called to order by Karl at 5:03 pm

Roll Call:

- Board of Directors Present: Karl Adam, Stoney Davis, Denis Murray, Dave (Wabs) Walbert, John Ward
- Board of Directors Absent: None
- Staff/Volunteers Present: Rick Balentine, Parker Lathrop, Jan Schubert, Nikki Lapin, Ken Josselyn, Sandy Schiff, Jeff Edelson
- Public/Others: Karl Hanlon, Michael Buglione

Approval of Action Items/Minutes:

MOTION: Denis to approve minutes from Regular Meeting on March 10, 2020. Karl A. second. All approved.

Public Comments:

- No public comments.

Good of District:

- The department has received several thank you letters from the public.
- It has been a month since locking down stations due to COVID-19. Rick has contacted each member personally. There are some individuals that may be hurting financially. This is the first time in history we have declared an emergency in our district.
- Aspen Art Museum has offered to provide lunches for emergency response up and down the valley.
- AVFD Inc. made sizeable donation to Elks for scholarships. They will be receiving an extra \$10,000 from AVFD Inc. to help give out to Aspen High School graduating students.
- The scholarship committee has made some recommendations in regards to an internship donated last year from a neighbor at the ISIS building.
- There are a few members in the community raising \$3 million to help those in need.

Financials:

- There were six applicants for the RFQ on the North 40 project. The committee met and narrowed it down to four (Shaw Construction, RA Nelson, FCI and GF Woods) that move onto the RFP

process. The committee is looking to have bids by end of June. Currently the meeting is still on the schedule with Planning and Zoning for April 21.

- The auditors are still working on adjustments to the financials.

Board Member Action Items/Comments:

MOTION: Motion by Stoney to adopt Resolution 2020-04-01: Emergency Electronic Participation Policy. John second. All approved.

MOTION: Motion by Stoney to adopt Resolution 2020-04-02: Consenting to and Ratifying a Local Disaster Emergency Declaration. Denis second. All approved.

MOTION: Motion by Karl to approve Fire Chief's contract for 2020 calendar year. Discussion: Karl Hanlon will draft a memo with milestones for Chief's file separate from contract. John Second. All approved.

MOTION: Motion by Karl to approve North 40 RFQ from contractors as selected by committee. Stoney second. All approved.

Chief/CEO Report:

- In addition to COVID-19 continues of operation plan for the district, staff has assisted with the Emergency Operations Center (EOC) with the addition of the ESF4 team. Rick has appointed Grant as co-lead in his place for the continuous operations plan for the valley. A copy has been included in the board packet.
- In cooperation with other fire agencies in the valley and sheriff's office a Stage 1 Fire Ban has been put into place for Pitkin County. There have been a couple small wildfires already, but other reason is to protect our responders.
- Aspen Village will be used starting Friday, April 17th for a drive through testing facility.
- Training Update: Jeff Edelson gave a quick training update. Training has been switched to online distance training. Monthly training for March was emergency vehicle driving. April will focus on wildland fire. The training team will be focusing on helping firefighters with their certification renewals coming up in July. The Firefighter I academy is schedule to start in July with Emergency Medical Responders to follow in the fall, Hazmat in early winter and a hybrid Firefighter II class. When COVID conditions allow, engineering training will be a priority.

Old Business

- Airport MOU: No update
- North 40 Update: April 21st is the Planning & Zoning meeting. Rick will send an update when he receives it. There has been feedback from North 40 neighbors, both good and bad. The comments are similar to the first meetings that were had.
- Station 61 Siren: There was an old SOG written back in the 90's. (included in board packet). There was a concern from a couple people in the public. There was discussion of just having a noon whistle. It was suggested asking members at next operations meeting.
- Wildfire Mapping: It is now live on the Aspen Fire website. There will be an official roll out beginning of May.
- North 40 Roof Replacement: The roof needs to be replaced. There is \$175,000 in the budget. There was a question posed if a consultant should be hired. Ken Josselyn gave an overview of the issues. It was decided staff would look into it further without a consultant at this time.
- ESCI Report Update: The technical review was received and Rick has completed updates with ESCI. The board will need to adopt as a document when they accept delivery of it, and it is

important to get presentation with Rich Buchanan. It was suggested waiting until the COVID situation settles down and a public meeting can be had with Rich, possibly in June. It will become a public document when the board adopts it.

New Business:

Staffing Model:

- The Board President requested the Chief prepare a staffing model of what it would look like to bring on two firefighter positions to staff 24/7, 365 days. This takes a minimum of eight people to cover the two positions. A ninth position was added to find efficiency and assure partial coverage at Station 62. This was to help with response to the airport per expectation given to the Chief during review. Where there is a paid firefighter, there would be a volunteer firefighter. To live up to the standards of two in, two out protocol, and for safety of responders it takes 4 people. Based on current staffing and budget for 2020 it could be supplement at least one position with current staffing. There was much discussion around the proposed program.

MOTION: Motion by Karl to approve the hiring of two full-time equivalent paid firefighters and hiring three if we can find redundancies within the organization to cut existing staff level. Discussion: Further discussion of the third person.

MOTION

AMENDED: Motion by Karl to approve the hiring of three full-time equivalent paid firefighters with the caveat that we reduce existing staff with a proposed rollout in the third quarter. John second. Discussion: This follows the original proposal presented in the board packet. There was further discussion if more is needed. It was discussed this model will take nine people with the supplement of volunteers to cover Station 61 and Station 62 as a starting point. Rick clarified that the proposed model is not three full-time 24/7, 365 days, as that would take 11 people. The ninth position is a floater, not 24/7, 365 days. It is still workable and a good start.

MOTION

AMENDED: Motion by Karl to adopt staffing model requested by the board and presented by the Chief to hire two full-time equivalent paid firefighter positions and a third supervisor position (floating) with the caveat to decrease some existing personnel to find more space within the budget to bring the net into the \$750,000 - \$800,000 range. Discussion: Question was asked by board if volunteer expectations/requirements would change. Rick expressed that there will be more training opportunities for volunteers and truck checks would still be a requirement. John second. Vote was 4-1 with motion moving forward.

MOTION: Motion by John to adjourn. Karl second. All approved.

** Full recording of this meeting is available upon request to the District Administrator or on the website at www.aspenfire.com.*