

**Minutes East Grand Fire Protection District
Board of Directors Meeting
September 23rd, 2020**

Board Directors Present: President Mark Pappas, Vice President Garth Hein (remotely), Treasurer Steve Loo, Secretary Richard Kramer, Director Donald Maurais (remotely), Pension Board Member John Krueger.

Staff Present: Chief Todd Holzwarth, Assistant Fire Marshal Ryan Mowrey, Training Coordinator Steve Waldorf, Volunteer Coordinator Jed Henry, Office Manager Kristen Rybij.

Legal Counsel Present: Linda Glesne (remotely).

Director Mark Pappas opened the Board of Directors meeting at 18:10 p.m. There was a quorum of Directors present. Mark asked if there were any changes or additions to the agenda. There were none. Mark asked for public comment. There was no public.

The Board reviewed the August 26th, 2020 minutes. Mark requested Kristen make a correction to Donald Maurais's name in the first motion of the minutes. The statement found in the Training Coordinator report claiming "that projects are moving along and the more detailed separation of Operations and Fire Prevention is proving successful" was discussed and noted that this is due to the new job description that was created for the Assistant Fire Marshal which dialed in the necessary responsibilities more precisely. Kristen will also revise the minutes to reflect that the Water Rescue Drone Project will support the Valley AND the County with our varied sizes of bodies of water.

- ❖ Director Steve Loo moved to approve the August 26th, 2020 minutes with discussed revisions. Director Richard Kramer seconded. The motion passed unanimously.

Discussion of Financials: Kristen fixed the inaccurate General Property Tax year-to-date amount. COLOTrust wrongly deposited funds into our account which were eventually extracted and recorded incorrectly. Mark asked why the Annual Pension Contribution and General Insurance payment were yet to be made. They have been, Kristen will investigate why they are not showing on the budget report. A few small deposits were discussed and attributed to Fire Prevention Bureau fees. COLOTrust is down to .3% and is expected to continually drop.

- ❖ Director Richard Kramer moved to pay the bills. Director Steve Loo seconded. The motion passed unanimously.
- ❖ Director Richard Kramer moved to open the Pension Board meeting. Director Steve Loo seconded. The motion passed unanimously.

The Board of Director's meeting was recessed at 18:24.

The Board of Director's meeting was re-opened at 18:33.

Chief's Report: The Williams Fork Fire is still active, burning mostly in the interior. There is one K-Max helicopter left as a resource there at this time. The Pine Gulch and Grizzly Creek Fires are currently quiet. Most of the smoke in the County is coming from fires in the West. The 2021 Budget is underway. We have received 50 less calls than this time last year. The County made a Proclamation recognizing Fire Prevention Week (Oct. 7-10) and our County's Fire Districts. Funds for the Water Rescue Drone Project are slowly being worked out Countywide and if we need to chip in our portion this year, there is enough money in the budget to do so. Todd presented the proposal for the training room audio / visual technology upgrade. It is planned for completion this year.

Fire Prevention Bureau Report: Ryan presented the FPB report. There are still new projects coming in. Todd and Ryan are working on the final evaluation of the hydrant system in the ROAM development. The Town of Winter Park would like our approval that it meets the accurate engineering specifications. There was discussion over the County's measure to allow OHVs on county roads this winter. Mark wants to know if the District will be sharing an official opinion on the matter with the public. Todd will investigate this. He noted that Grand Lake has most of the winter OHV incidents and that the Sheriff's Office is also busy with complaints about OHV use on the roads.

Training Coordinator Report: Station flu shots are planned. Steve helped to build a full Structure Assessment Plan while working as Structure Protection Officer for the Williams Fork Fire. This will be helpful to the District in planning for future fires. We hosted a wildland field training day for Grand County EMS, Hot Sulphur Springs Fire, and East Grand Fire. This was held at the Rifle Range and enabled more folks to finalize their Red Cards, which is critically important given our current wildfire circumstances. The gang successfully responded to 12 calls during a short period in one day for multiple downed trees due to high winds and a chimney fire. 473 is out of service and has been placed for sale by

sealed bid as of yesterday. 481 is also listed for sale, with interest from a small department in Lingle, Wyoming.

Mark asked for public comment. There was no public.

Board Business: The Pay Equity Act (“the Act”) was discussed in detail. After two months of scrutinizing the new Pay Equity Act, Linda, and her team at CCC created an in-depth memo to help us navigate how to properly comply to the new law. Linda feels confident that a large-scale audit would have big costs with little pay-off for the District after much research and direct observation of what other similar, small Districts are doing to comply. She noted all the ways that we are already in compliance with the new law. East Grand has a small paid staff, each having distinct (and recorded) job descriptions with minimal overlapping duties. These are constantly evaluated and revised in our Strategic Plan. Our Volunteers have the same benefit opportunities, and the Volunteer Incentive Program is clearly defined and documented with well-kept records. Procedures for Length of Service and how they relate to possible variations in Volunteer benefits are also clearly established and recorded. Steve Loo asked if the Act applied to wages only, as The Employer’s Council told him that it excluded benefits and bonuses. Linda and CCC do not agree with this as they consider total compensation to include wages, benefits, and bonuses; noting that the “Job Posting” clause of the Act is to include benefits and bonuses. Linda and her team at CCC believe that we can work with CPS HR, a highly recommended human resources consulting team, whose lead has been connected to the fire service for many years. Linda explained that our options are to undergo a full scale pay equity audit, a “mini-audit” performed by CPS HR, or use a new tool kit created by CPS HR to perform an in-house check list type audit strategy. Linda feels that whatever we choose would be a solid way to demonstrate our good faith efforts in complying with the Act. Mark is concerned about how legally defensible the tool kit approach would be. Linda still feels that it is better than doing nothing and reminded us again of our separate and clearly defined job families and individual duties. An example of an issue would be, hypothetically, two folks who are Training Captains who have grossly different wages as one has seniority and totally different responsibilities than the other, but their recorded job descriptions are the same. The Board agreed that our next move is to assess the District’s needs and compare the necessity, costs, and defensibility of a full scale audit (performed by CPS HR or Employer’s Council), a mini-audit (done by CPS HR) or an in-house checklist audit. The Board is concerned about the objective validity and legal protection of the in-house audit. There was a short discussion over the penalties for noncompliance to the Act. It is confirmed that each paycheck that is written after noncompliance is proved is another violation resulting in a propagation of penalties and fines. For this reason, Mark requested that we have completed a route to compliance and have everything in place before the creation of the January 1st, 2021 paycheck.

There was a short discussion over what the next decade will look like as far as staff additions and salary increases are concerned. Todd has some projections for the next few years regarding adding more operational type positions as a 4th “Job Family.” The Board agreed that we have a lot of work to do concerning how to manage the growth of our District and Station. The Strategic Plan has started to address this evolution. Do we try and maintain our volunteer structure or grow into more full-time staff firefighter positions?

The merger into Public Sector Health Care Group (PSHCG) was discussed. Linda reviewed the legal documents and noted that all were in good order except a minor date error. Kristen explained the addition of a vision plan and confirmed the 2021 program options and rates for Staff and Volunteers. She noted that a verbal agreement was due to PSHCG by October 15th, but if the Board agreed to move forward, then she asked for permission to send in the formal application as open enrollment starts in November. The Board agreed to move forward.

- ❖ Director Mark Pappas moved that the District complete the steps necessary to join PSHCG. Director Donald Maurais seconded. The motion passed unanimously.

There was a short discussion over Amendment B (Repeal Gallagher) and how it might affect our revenues as dictated by the ballot measure we passed in 2019.

- ❖ Director Rick Kramer moved to adjourn the meeting. Director Steve Loo seconded. The motion passed unanimously.

The meeting was adjourned at 19:52 p.m.

Mark S. Pappas

Garth Hein

Steve Loo

Rick Kramer

Donald Maurais