

COLORADO EMERGENCY SERVICES ASSOCIATION

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ANNUAL BUSINESS MEETING

January 14, 2021

Hosted by Adams County Fire Rescue via Zoom

BOARD MEMBERS PRESENT:

Todd Vess with Windsor-Severance FPD; Eric Leedom with F&W Insurance/Gallagher; Stuart Sunderland with Adams County FPD; Michael Warmuth with Eagle River FPD; Vanessa Lopez with F&W Insurance/Gallagher; and Sue Silverthorn, Executive Director.

SAFETY COMMITTEE MEMBERS AND GUESTS PRESENT: None.

CALL TO ORDER:

The meeting was called to order at 10:03 am by Todd Vess who asked everyone to introduce themselves.

ELECTION OF DIRECTORS:

- The terms for the following CESA Board members end January 2021: Todd Vess and Michael Warmuth. Todd and Michael agreed to remain on the Board and to renew their four year term.

MOTION: Motion was made by Stuart Sunderland and seconded by Eric Leedom to retain Todd Vess and Michael Warmuth on the CESA Board for a four year term effective January, 2021. Following discussion, the motion was approved unanimously.

- There is currently one director position open on the CESA Board of Directors.
- Todd Vess reported that he will reach out to Grand County EMS to see if his contact there would be interested in joining the CESA Board. Sue Silverthorn reported that she will reach out to Kathy Lawn at Greater Eagle FPD to see if she is still interested in joining the Board.

ELECTION OF OFFICERS:

- Todd Vess opened the floor for nominations of Officers for the CESA Board of Directors.
- Todd Vess stated that he would be willing to remain as the Board President, and Eric Leedom stated that he would be willing to remain as the Board Vice President.

MOTION: Motion was made by Stuart Sunderland and seconded by Eric Leedom to cast a white ballot to elect Todd Vess as the Board President; to elect Eric Leedom as the Board Vice President; and to retain Sue Silverthorn as the Secretary/Treasurer of the CESA Board of Directors and the Executive Director of the CESA Safety Committee effective January 2021. Following discussion, the motion was approved unanimously.

REVIEW OF MINUTES:

The Minutes of the June 11, 2020 meeting of the Safety Committee of the Colorado Emergency Services Association were reviewed.

MOTION: Motion was made by Stuart Sunderland and seconded by Vanessa Lopez to suspend reading and approve the Minutes. Following discussion, the Minutes were approved unanimously.

2020 CESA Member Donation, Sponsorship and Reimbursement Resolutions to include in the January 14, 2021 Safety Committee Meeting Minutes:

RESOLUTION 2020-01: Motion was made by Sue Silverthorn and seconded by Vanessa Lopez to approve the sponsorship application from the Town of Cheraw, Cheraw Volunteer Fire Department on 1/28/2020 for \$1,408.00 towards the cost to purchase: 12 pairs of Shelby structure gloves; 12 pairs of safety glasses; and 12 pairs of leather wildland/rescue gloves.

BE IT RESOLVED: Following the votes received from each CESA Board member as shown above, the Motion was unanimously approved by the Board via e-mail on February 10, 2020. This Resolution 2020-01 will be included in the minutes for the next CESA Board meeting that is scheduled for June 11, 2020.

RESOLUTION 2020-02: Motion was made to approve the sponsorship application from Adams County Fire Rescue on March 2, 2020 for \$2,000.00 towards the cost to purchase: structural bunker gear.

MOTION RESCINDED: The Motion was rescinded by Sue Silverthorn. Adams County Fire Rescue notified Sue Silverthorn that they want to withdraw their sponsorship application for \$2,000.00 towards the cost to purchase: structural bunker gear. The District stated they were planning to submit a different sponsorship application to purchase some other safety equipment in 2020. The CESA Board was notified of this request to withdraw this sponsorship application and unanimously agreed.

RESOLUTION 2020-03: Motion was made by Sue Silverthorn and seconded by Michael Warmuth to approve the sponsorship application from Log Hill Mesa Fire Protection District on April 30, 2020 for \$2,000.00 towards the cost to purchase: 7 sets of structural personal protective equipment / bunker gear.

BE IT RESOLVED: Following the votes received from each CESA Board member as shown above, the Motion was unanimously approved by the Board via e-mail on May 4, 2020. This Resolution 2020-03 will be included in the minutes for the next CESA Board meeting that is scheduled for June 11, 2020.

RESOLUTION 2020-04: Motion was made by Sue Silverthorn and seconded by Vanessa Lopez to approve the sponsorship application from Custer County EMS / West Custer County Hospital District on April 27, 2020 for \$1,500.00 towards the cost to purchase: reflective vests, flashlights, and heavy-duty gloves for their responders.

BE IT RESOLVED: Following the votes received from each CESA Board member as shown above, the Motion was unanimously approved by the Board via e-mail on May 18, 2020. This Resolution 2020-04 will be included in the minutes for the next CESA Board meeting that is scheduled for June 11, 2020.

RESOLUTION 2020-05: Motion was made by Sue Silverthorn and seconded by Eric Leedom to approve the sponsorship application from Eagle River Fire Protection District on June 11, 2020 for \$2,000.00 towards the cost to purchase: face coverings for their workers.

BE IT RESOLVED: Following the votes received from each CESA Board member as shown above, the Motion was approved by the Board via e-mail on June 23, 2020. This Resolution 2020-05 will be included in the minutes for the next CESA Board meeting that is scheduled for January 14, 2021.

RESOLUTION 2020-06: Motion was made by Sue Silverthorn and seconded by Vanessa Lopez to approve the sponsorship application from Red Creek Volunteer Fire and Rescue on June 27, 2020 for \$2,000.00 towards the cost to purchase: PPE, bunker gear, helmets, boots, gloves and goggles for their workers.

BE IT RESOLVED: Following the votes received from each CESA Board member as shown above, the Motion was unanimously approved by the Board via e-mail on July 9, 2020. This Resolution 2020-06 will be included in the minutes for the next CESA Board meeting that is scheduled for January 14, 2021.

RESOLUTION 2020-07: Motion was made by Sue Silverthorn and seconded by Eric Leedom to approve the sponsorship application from Boulder Rural Fire Protection District on June 25, 2020 for \$1,400.00 towards the cost to purchase: PPE 3M reusable respirators and P100 cartridges for their workers.

BE IT RESOLVED: Following the votes received from each CESA Board member as shown above, the Motion was unanimously approved by the Board via e-mail on July 10, 2020. This Resolution 2020-07 will be included in the minutes for the next CESA Board meeting that is scheduled for January 14, 2021.

RESOLUTION 2020-08: Motion was made by Sue Silverthorn and seconded by Vanessa Lopez to approve the sponsorship application from Delta County Fire Protection District on July 28, 2020 for \$2,000.00 towards the cost to purchase: safety vests and collapsible traffic cones with LED lights for their workers and trucks as part of the District's Traffic Incident Safety Project.

BE IT RESOLVED: Following the votes received from each CESA Board member as shown above, the Motion was unanimously approved by the Board via e-mail on July 29, 2020. This Resolution 2020-08 will be included in the minutes for the next CESA Board meeting that is scheduled for January 14, 2021.

SAFETY COMMITTEE REPORT:

- The Board discussed ideas for getting more members into the CESA Safety Group.
- We will continue to include the benefits of being in the CESA Safety Group in upcoming CESA Says newsletters and correspondence with first responder organizations, including dividends and sponsorships.
- Sue Silverthorn reported that \$23,365.00 in Group Dividends were paid to CESA member organizations for 2019 and were paid in 2020. CESA received a check for \$2,596.00.
- Sue Silverthorn reported that \$45,878.00 in General Dividends were paid to CESA member organizations in 2020. CESA received a check for \$5,572.00
- Sue Silverthorn reported that \$0.00 was reimbursed to CESA members for training reimbursements since the two trainings conducted by CESA were done virtually and CESA paid the cost of the instructor.
- A total of \$12,308.00 was disbursed to CESA members in 2020 for safety sponsorships.
- The CESA website continues to be updated quarterly.
- Sue reported that 2021 is the 30 year anniversary of CESA.
- The Board reviewed the 2020 CESA Donation, Sponsorship and Reimbursement program, and agreed to keep the criteria the same for 2021. Sue will send a message to all CESA members with the Donation, Sponsorship and Reimbursement program request form and flyer, and will continue to include the information in newsletters.
- The Board reviewed the current plan with Pinnacol Assurance that all members of the CESA Safety Group will participate in the CESA Group Dividend Plan versus an Individual Loss Control Dividend Plan, since allowing members to participate in an ILCD Plan does not benefit the CESA Safety Group. Pinnacol has advised the group that allowing any members of the CESA Safety Group that participate in an ILCD Plan would mean that member's premium would not be included in the group total premium, but the member's losses would be included in the group's total losses.

MOTION: Motion was made by Sue Silverthorn and seconded by Eric Leedom to continue the CESA Group Dividend Plan for all members effective January 2021. Following discussion, the motion was approved unanimously.

- The Board reviewed the 2020 CESA Member of the Year Award Criteria. Sue Silverthorn reported that only two members submitted the award application in 2020, and that she had to mail those awards and letters to those members since they were not conducting in-person meetings last year. The number of members that have submitted applications has declined for the last few years. The Board agreed to suspend the program for 2021.

BROKER'S REPORT:

- Vanessa Lopez reported the CESA safety group currently has 34 active member organizations as of 1/1/2021.
 - 3 members changed to another carrier and/or to another agent in 2020
 - 10 members received the 4% group premium discount effective 1/1/2021 for completing the mandatory two safety group approved trainings in 2020
 - 17 members are currently cost containment certified with the CO DOL/DOWC
- We conducted 3 CESA/VFIS trainings during 2020 that were approved by Pinnacol for safety group training compliance.
- 2020 CESA group training reconciliation reports and rosters were sent to Pinnacol, with a list of the total amounts that we invoiced to CESA members for these trainings
- CESA and F&W Insurance will continue to submit requests to Pinnacol for approval of eligible VFIS regional education and training programs as well as CESA sponsored trainings conducted in 2021.

- We will continue to work with Pinnacol to track CESA member attendance at VFIS and Pinnacol trainings and will provide reports to the CESA Board and Committee.
- We will send training compliance updates to CESA members who are not completing required training and will include safety group approved training resources and information.
- Eric Leedom reported that he has talked with our Pinnacol marketing representative and that marketing funds may be available for CESA from Pinnacol. Eric will report back to the Board when he has more information.
- The VFIS Package Policy and Management Liability Policy 2/1/2021-2/1/2022 renewal policy was reviewed. There is a 3% increase in premium from last year.

MOTION: Motion was made by Eric Leedom and seconded by Sue Silverthorn to approve renewing the VFIS policy effective 2/1/2021. Following discussion, the motion was approved unanimously.

PINNACOL ASSURANCE REPORT:

- The Board reviewed the CESA/Pinnacol 10/28/2020 Semi-Annual Meeting Agenda.
- The Board reviewed the Pinnacol Safety Group Program Overview “Dashboard” report from Pinnacol for 2020. The report shows that effective 12/31/2020 the CESA Safety Group had a total group premium of \$1,108,068.
- The report shows that the group’s loss ratio for 2020 is currently 33.9%.
- Sue reported that she has not received the group loss reports from Pinnacol for 2020, but she will forward them to everyone when she receives them.

TREASURER’S REPORT:

- Sue Silverthorn reported that CESA has the following assets as of 12/31/2020:
 - \$81,545.44 in the interest bearing CD account
 - \$2,225.41 in the checking account
 - \$34,057.07 in the savings account
- The Board reviewed the banking summary showing transactions for these accounts for 1/1/2020-12/31/2020.

MOTION: Motion was made by Eric Leedom and seconded by Vanessa Lopez to approve the Treasurer’s Report. Following discussion, the motion was approved unanimously.

CESA 2019 FINAL BUDGET AND 2020 PROPOSED BUDGET:

- The final budget for 2020 including approved and actual expenses and income for 2020 was reviewed.
- The proposed budget for 2021 was reviewed by the Board. Sue noted that the proposed CO Dept. of Revenue Taxes amount needs to be changed from \$4,000.00 to \$0.00. She will submit the documents to the CESA accountant to file the 2020 tax returns and will advise the Board if any taxes will need to be paid.

MOTION: Motion was made by Eric Leedom and seconded by Vanessa Lopez to approve the 2020 CESA final budget, and to approve the 2021 proposed budget with the correction for the CO Dept. of Revenue Taxes entry. Following discussion the Motion was passed unanimously.

NEW BUSINESS:

- The Board discussed the following goals for CESA in 2021:
 - Add new members and/or increase the group premium by 10% with members with eligible loss ratios and written safety policies to the CESA Safety Group in 2021.
 - Make updates to the CESA Says newsletter, the CESA marketing flyer, and the donations/sponsorship flyer as additional group and general dividends are paid to members in 2021 and as distributions are paid to members.
 - Continue to update the CESA website and include the benefits of membership in the Safety Group with recent pictures of member organizations.
 - Reach out to CESA Safety Group member organizations to fill the one open position on the Board of Directors and include EMS and paramedic personnel for a more diverse input on Board decisions.
 - Continue to monitor open claims to reduce the loss ratios for member organizations and the Safety Group.

- Michael Warmuth asked the group if there had ever been any discussion on creating a state-wide health and safety group among member districts, similar to the program the CSFC has. Michael stated that Eagle River FPD has discussed a similar program in their COVID planning, immunizations and response planning.

OLD BUSINESS:

- There was no old business to discuss.

UPCOMING MEETINGS:

- ✓ June 2021 – the date, time and location will be determined at a later date.
- ✓ The semi-annual program review meetings with Pinnacol Assurance for April 2021 the October 2021 semi-annual program review meetings – the date, time and location will be announced once it is confirmed with Pinnacol Assurance staff and the CESA Board members.

ADJOURNMENT:

Motion was made and seconded to adjourn the meeting at 10:55 am.

Respectfully submitted,

Sue Silverthorn

Sue Silverthorn, Secretary/Treasurer