

COLORADO EMERGENCY SERVICES ASSOCIATION
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ANNUAL BUSINESS MEETING
January 16, 2020
Hosted by F&W Insurance/Gallagher

BOARD MEMBERS PRESENT:

Todd Vess with Windsor-Severance FPD; Eric Leedom with F&W Insurance/Gallagher; Vanessa Lopez with F&W Insurance/Gallagher; and Sue Silverthorn with F&W Insurance/Gallagher.

Stuart Sunderland with Adams County FPD participated via conference call; Michael Warmuth with Eagle River FPD was excused.

SAFETY COMMITTEE MEMBERS AND GUESTS PRESENT: None.

CALL TO ORDER:

The meeting was called to order at 10:00 am by Stuart Sunderland who asked everyone to introduce themselves.

ELECTION OF DIRECTORS:

- The terms for the following CESA Board members end January 2020: Stuart Sunderland, Sue Silverthorn and Eric Leedom. Stuart, Sue and Eric agreed to remain on the Board and to renew their four year term.

MOTION: Motion was made by Todd Vess and seconded by Vanessa Lopez to retain Stuart Sunderland, Sue Silverthorn and Eric Leedom on the CESA Board for a four year term effective January, 2020. Following discussion, the motion was approved unanimously.

- There is currently one director position open on the CESA Board of Directors.
- Sue Silverthorn reported that she has reached out to several CESA member organizations, and will contact some of our ambulance district members to see if any person there would be willing to fill the Board director position.

ELECTION OF OFFICERS:

- Stuart Sunderland opened the floor for nominations of Officers for the CESA Board of Directors.
- Stuart advised the Board that his work load at Adams County FPD are increasing, and that he would like to step down as the CESA Board President, but he will remain as a Director.
- Todd Vess stated that he would be willing to take on the role of Board President, and Eric Leedom stated that he would be willing to take on the role of Board Vice President.

MOTION: Motion was made by Eric Leedom and seconded by Vanessa Lopez 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 2020. Following discussion, the motion was approved unanimously.

REVIEW OF MINUTES:

The Minutes of the June 20, 2019 meeting of the Safety Committee of the Colorado Emergency Services Association were reviewed.

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

2019 CESA Member Donation, Sponsorship and Reimbursement Summary:

MOTION: At the 6/20/2019 CESA Safety Group meeting Motion was made and seconded to approve the sponsorship application from Adams County FPD for \$1,598.00 to purchase: two Seek Reveal thermal imagers to be used by their incident safety officers. Following discussion, the Motion was approved by the Board; Stuart Sunderland abstained from the vote.

Resolutions to include in the January 16, 2020 Safety Committee meeting minutes:

RESOLUTION 2019-01

BE IT RESOLVED: Motion was made and seconded to approve the sponsorship application from Log Hill Mesa FPD for \$2,000.00 towards the purchase of: 5 sets of structure Personal Protection Equipment for their firefighters. Following the votes received from each CESA Board member as shown above, the Motion was unanimously approved by the Board via e-mail on August 23, 2019.

RESOLUTION 2019-02

BE IT RESOLVED: Motion was made and seconded to approve the sponsorship application from Windsor-Severance FPD for \$2,000.00 towards the cost to purchase: two thermal imagers for the District's front-line engines. Following the votes received from each CESA Board member as shown above, the Motion was approved by the Board via e-mail on September 23, 2019.

SAFETY COMMITTEE REPORT:

- The Board reviewed the updated CESA flyer that include the \$43,413.00 group dividends paid to members for the 1/1/2018-1/1/20019 policy period. The flyer includes past group and general dividends totals paid and sponsorship, donation and training reimbursement disbursements CESA paid to members 2005-2019.
- Sue Silverthorn reported that 5 invitations to join the CESA Safety Group were sent out and no organizations returned the required documents to join the group effective 1/1/2020.
- 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.
- Now that the CESA website has been updated, we will contact past sponsorship recipients to get pictures of the safety equipment from members who have received safety sponsorship distributions and include those pictures on the website and in newsletters.
- The Board reviewed the 2019 CESA Donation, Sponsorship and Reimbursement program, and agreed to keep the criteria the same for 2020. 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 Todd Vess and seconded by Stuart Sunderland to continue the CESA Group Dividend Plan for all members effective January 2020. Following discussion, the motion was approved unanimously.

BROKER'S REPORT:

- Sue Silverthorn reported the CESA safety group currently has 39 active member organizations as of 1/1/2020.
 - 1 member was removed for high losses: Evergreen Fire Protection District
 - 1 member changed to another carrier and/or to another agent
 - 21 members received the 4% group premium discount for completing the safety group training in 2018
 - 17 members are currently cost containment certified with the CO DOL/DOWC

- The Board reviewed the 2019 CESA Member of the Year Award Criteria and application form, and did not recommend any changes. Sue will create a list of members who meet the award criteria. The 2019 CESA Member of the Year Award Criteria and application form will be sent to these eligible members by 3/1/2020.
- Sue reported that the following members received safety visits in 2018: Adams County FPD, Eagle River FPD, and City of Yuma.
- Sue reported that we conducted 6 CESA/VFIS safety group approved trainings during 2019.
- **Total 2019 disbursements: \$0 donations; \$5,598.00 sponsorships; \$195.00 training reimbursements.**
- **Total 2018 disbursements: \$0 donations; \$8,000.00 sponsorships; \$0 training reimbursements.**
- **Total 2017 disbursements: \$2,000.00 donations; \$9,900.00 sponsorships; \$823.00 training reimbursements.**
- **Training reimbursements: 2014 = \$1,010.00; 2015 = \$360.00; 2016 = \$220.00**
- 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 during 2020.
- 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 during the year to all CESA members who are not completing required training and will include safety group approved training resources and information.
- We updated the CESA marketing brochure to send to first responder organizations and to distribute at upcoming conferences where F&W Insurance will have a booth.
- We contracted with Mandy's Designs in 2019 to completely update the CESA website www.cesafetygroup.com, and will have her make periodic updates to the website in the future.
- The VFIS Package Policy and Management Liability Policy 2/1/2020-2/1/2021 renewal policy was reviewed. There is a \$21.00 increase in premium from last year.

MOTION: Motion was made by Eric Leedom and seconded by Todd Vess to approve renewing the VFIS policy effective 2/1/2020. Following discussion, the motion was approved unanimously.

PINNACOL ASSURANCE REPORT:

- Sue Silverthorn advised the Board that she has not received the Pinnacol Safety Group Program Overview “Dashboard” report from Pinnacol, but that she will forward it as soon as she does
- Sue reported that she has entered the 1/1/2020 CESA member renewal premiums into her member list and the group has a combined premium of approximately \$1.3 million. Sue also reported that she has not received the list of 2018 group dividends that were paid to eligible members on 11/5/2019, but that she has reviewed all member policies and approximately \$43,413 total was paid to CESA members. CESA received a check for \$5,016 from Pinnacol for the 2018 group dividend.
- The Board reviewed the group loss reports from Pinnacol that show losses by cost, cause, class code, body part, month, date, hour and days to report by policyholder for 2019.

TREASURER’S REPORT:

- Sue Silverthorn reported that CESA has the following assets as of 12/31/2019:
 - \$81,220.53 in the interest bearing CD account
 - \$2,695.38 in the checking account
 - \$43,051.51 in the savings account
- The Board reviewed the banking summary showing transactions for these accounts for 1/1/2019-12/31/2019.

MOTION: Motion was made by Stuart Sunderland and seconded by Todd Vess 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 2019 including approved and actual expenses and income for 2019 was reviewed.
- The proposed budget for 2020 was reviewed by the Board.

MOTION: Motion was made by Todd Vess and seconded by Vanessa to approve the 2019 CESA final budget, and to approve the 2020 proposed budget. Following discussion the Motion was passed unanimously.

MOTION: Motion was made by Eric Leedom and seconded by Todd Vess to increase the limit for when CESA checks require two signatures from \$100 to \$1,000, and to add Todd Vess to the CESA accounts as an authorized signer. Following discussion the Motion was passed unanimously.

NEW BUSINESS:

- The Board discussed the following goals for CESA in 2020:
 - 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 2020.
 - 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 2020 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.

OLD BUSINESS:

- There was no old business to discuss.

UPCOMING MEETINGS:

- ✓ June 11, 2020 at 10:00 am – Safety Committee meeting – hosted by Eagle River Fire Protection District, Station 12, 1050 Edwards Village Blvd., Edwards, CO 81632.
- ✓ The semi-annual program review meeting with Pinnacol Assurance is scheduled for April 9, 2020 at Pinnacol, 1C Boreas Pass room, 7501 E. Lowry Blvd., Denver, CO 80230
- ✓ The date and location for the October 2020 semi-annual program review meeting will be announced once it is confirmed with Pinnacol Assurance.

ADJOURNMENT:

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

Respectfully submitted,

Sue Silverthorn

Sue Silverthorn, Secretary/Treasurer