



## MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE EVERGREEN FIRE PROTECTION DISTRICT FEBRUARY 10, 2015

The regular meeting of the Board of Directors of the Evergreen Fire Protection District was held on February 10, 2015 at the Administration/Training Building, 1802 Bergen Parkway, Evergreen, Colorado.

**MEETING CALLED TO ORDER** Director Kling called the meeting to order at 5:58 pm.

**TIME OF REMEMBRANCE AND REFLECTION:** The pledge of allegiance was recited and a moment of silence was observed.

### **ATTENDANCE**

**DIRECTORS IN ATTENDANCE:** George Kling, David Christensen, Mike Gregory, John Anderson, Jeff de Disse.

**ALSO IN ATTENDANCE:** Frank Dearborn, Doug Saba, Connell O'Brien, Stacey Martin, Bill Cronk, Brendan Campbell, Beth Potter, Mike Weege, and Carol Hucker.

**APPROVAL OF AGENDA:** Accepted as presented.

### **APPROVAL OF MINUTES:**

- January 13, 2015 Regular Meeting Minutes: accepted as presented

**PUBLIC COMMENT:** None

### **PRESENTATIONS:**

- December 2014 Financial Report: Brendan Campbell presented the end of quarter and year end statement for 2014. On the balance sheet (page 1) assets EMS receivable amounts shows fees that were invoiced but are not yet collected and he wanted to note that the EMS allowances at the end of 2013 (641,544) was deemed uncollectable. In 2014 the receivable amount has increased but the allowances have not. Over the next 30 days in preparation for the annual audit the allowances will be analyzed to determine what may be deemed collectible and what percentage has to be written off and moved to the EMS allowance line item. Based on the history of the collections you could see up to a \$100,000 change in the fund balance to adjust the bottom line. On page 2 the general fund ambulance billing shows a negative of \$237,372 due to decrease in revenue that was anticipated during budgeting. Under expenses you will note that we are under budget in 2014 over all expenditures but this will be altered by the adjustment of the EMS allowances. Debt service fund is to collect property taxes and pay the bonds. Director Christensen asked what the cash value of our assets was. (*The 2013 Audit reports the value of capital assets as \$7,222,504.*) Director deDisse made a motion to accept and place on file the December 2014 Financial Report; seconded by Director Christensen; motion carried.

### **DIVISION REPORTS:**

#### **Administration / HR / IT:**

- EVFD and Connell O'Brien have been nominated by the Chamber of Commerce as nonprofit and leader of the year.
- Congratulations to new Ops Chief Jay Griggs, Kevin Evens for his promotion from Lt. to Capt. and Kevin Gilbert's promotion from Capt. to Asst. Chief.
- The auditorium was rented for 2 homeowner association annual meetings in January.
- County Annual Operating Plans (AOP) are under review.
- A State wide mutual aid plan is in process
- 2 projects under way by the Mtn. Fire Chief's
  1. Auto aid response being set up for closest unit vs. agency having jurisdiction. Driven by Computer Aided Dispatch (CAD)
  2. Single dispatch channel and county wide VHF system to possibly include a Red SW frequency pair for Network First.
- Consolidated Dispatch:

1. Executive Director position posted 2/9/2015
2. A survey has been contracted to study cultural differences between existing centers

**Communications:**

- Christy attended training in South Carolina for communications managers.
- Dispatch will have an MCI training on March 11<sup>th</sup>.

**Emergency Medical Services:**

- Academy midterm for EMR – all passed. EMR Class ends Feb 28th
- Revenue Streams – State collections and MIH
- CPR Apps – Pulse point through Arvada is still being looked at as well as other products for better use and lower costs. Will come back to the board when additional research is completed.
- Cardiac Arrest Save – a life saver presentation will be done at the next EVFD business meeting.

**Fire Operations:**

- A few officer positions open. Applications then interviews will be conducted to fill these.
- FDIC in April: Leahy, Cronk, Duty, and Jorgensen to attend
- Ice Rescue – after action reviews were conducted. Appreciate the support from other agencies.
- Grant application for new SCBA – a new bottle that is 4 pounds but 45 minutes.

Director Anderson was excused from the meeting at 7:10 pm.

**Fire Prevention:**

- Wildland Forum will be held on March 5<sup>th</sup> at 6:30 pm in our auditorium. Focus will be on mitigation.

**Maintenance Division:**

- The new tender is currently at Tulsa Truck to convert the chassis to 4X4. A proposed tire capacity change on the front axle to increase the rating for the apparatus is being investigated as this change causes an increase in the purchase price.
- EFR will be making a small investment in a commercial duty drain snake to address a monthly issue in a dispatch drain.
- The Dodge ambulance is performing reliably. It has accrued approximately 7,000 trouble free miles. The manufacturer has supported upgrades to the onboard software through proactive recalls. The Fords on the other hand continue to surprise us with unplanned maintenance issues.
- The contractor used for hose and ladder testing has created a schedule for 2015. The cooperative effort resulted in a savings of approximately \$550.00 for EFR for hose testing in 2015.
- Contract Maintenance: 25.75 hours of labor performed; 34.5 hours of labor collected.

Director Anderson rejoined the meeting at 7:15 pm.

**Training/Community Education:**

- Evacuation drills at Senior Resource Center and Rocky Mountain Village
- Grant applications submitted and working on more.
- Life Safety talks scheduled for Chamber and Green Ridge Meadow in February.
- K9 unit will do bomb exercises at EFR in Feb. utilizing the training tower and admin.

**Strategic Planning Implementation:**

- Next report will be in April. Division managers are building timelines and cost estimates.

**FEBUARY BOARD MEETING TOPICS:**

Active Topics:	Initiated	Scheduled/ Completed	Recommendations / Actions
Energy Audit	April-14	Jun-15	Update on-going project

Energy Audit update: Director Christensen updated that Mike Gregory has installed some of the motion sensors. Director Gregory requested assistance from Director deDisse with electrical programming for a few of the sensors. Director Christensen reported that there will be some Xcel rebates coming, he is reviewing some alternative solar options and he would like to propose LED flood lights for the parking lot and will bring this back for the April board meeting with a possible spending authorization.

### **UNFINISHED BUSINESS:**

- CPR Apps and Regionalization were discussed in the division report and no board action is required at this time.
- Benefits Analysis is nearing completion and Laura would like to schedule a meeting with the compensation committee to present the findings.
- Director deDisse requested that the budget committee schedule a meeting. It was determined to add this to the Board Topics as a quarterly target and coincide with the Pinnacle quarterly visit.

### **NEW BUSINESS:**

- Spending Authorization 2015-0001: Microsoft Windows Server and Licenses, \$27,241.04. Director deDisse made a motion to approve Spending Authorization 2015-0001 for \$27,241.04; seconded by Director Christensen; motion carried.

### **BOARD MEMBER COMMENTS:**

Director Anderson: Thank you for the opportunity to leave and return to the meeting.

Director Gregory: Congratulations and welcome to the officers and board Jay Griggs

Director Christensen: It's nice working with everyone. Appreciates the value of the connections EFR has with the agencies it works with.

Director deDisse: The ice rescue and recovery of the vehicle the next day was a joint effort with multiple agencies working, West Metro Fire, EPRD and Evergreen Metro Water District.

Director Kling: Recruiting is going well, it's the life of the organization.

### **Executive Session:**

Director Christensen made a motion to enter executive session per Colorado Statute CRS 24-6-402(4)(a) for discussion concerning the purchase, acquisition, lease, transfer, or sale of any real personal, or other property interest: 29733 Troutdale Scenic Drive and 7665 Malamute Drive and Colorado Statute CRS 24-6-402(4)(f) for discussion of personnel matters pertaining to Chief Weege. Motion was seconded by Director deDisse; motion carried. The Board entered executive session at 7:38 pm.

The executive session for Colorado Statute CRS 24-6-402(4)(a) ended at 8:25 pm. The executive session for Colorado Statute CRS 24-6-402(4)(f) began at 8:26 pm. Director Christensen made a motion to adjourn this executive session at 8:41 pm; seconded by Director Gregory; motion carried. The board returned to open session at 8:42 pm.

**MEETING ADJOURNED:** Director deDisse made a motion to adjourn the meeting; seconded by Director Gregory; motion carried. The meeting adjourned at 8:43 pm.

### **NEXT MEETING DATES:**

Regular District Board Meeting Tuesday, March 10, 2015 at 5:30 pm in Training Rooms A & B

Volunteer Pension Board Special Meeting Tuesday, March 10, 2015 at 7:00 pm or immediately following the Regular meeting in Training Rooms A & B

Respectively Submitted,  
Carol Hucker  
Recording Secretary