



MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE EVERGREEN FIRE PROTECTION DISTRICT MAY 12, 2015

The regular meeting of the Board of Directors of the Evergreen Fire Protection District was held on May 12, 2015 at the Administration/Training Building, 1802 Bergen Parkway, Evergreen, Colorado.

MEETING CALLED TO ORDER Director Christensen called the meeting to order at 5:40pm.

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 and Jeff deDisse.

ALSO IN ATTENDANCE: Frank Dearborn, Bob Walter, Kevin Gilbert, Christy McCormick, Doug Saba, Ed Mills, Jeff Bunge and Alex Stutt of E² Solar, Mike Weege, and Carol Hucker. Laura Pratt joined the meeting in progress at 6:30 pm.

APPROVAL OF AGENDA: accepted as presented.

PUBLIC COMMENT: None

APPROVAL OF MINUTES:

- April 14, 2015 Regular Meeting Minutes: accepted as presented
- April 21, 2015 Special Board Meeting Minutes: accepted as presented
- May 5, 2015 Special Board Meeting Minutes: accepted as presented

PRESENTATIONS:

- E² Solar: Jeff Bunge (CEO) and Alex Stutt (Engineer) presented proposals for the installation of solar panels on many of the stations and discussed the feasibility of the options and the potential funding and payback on the investment. The next steps would be to sign a letter of intent and then they would be able to approach installation companies to gather bids for the systems. The board felt that it would be best to send the letter of intent to our attorney for review and clarification regarding if a single consultant can bring us the bids or if we have to have multiple consultants conduct an analysis and present bidders to us. The topic will be placed on the June 9th agenda for action.
- Atrus – National AED Registry: This group has been determined to offer the best fit for our needs in quicker deployment of AED's to cardiac events. The JCECA will cover the cost of this contract for us. Director Kling made a motion to move forward with Atrus AED registry with Chief Weege to handle the contractual relationships as appropriate; seconded by Director Christensen; motion carried.
- March 2015 Financial Report: Expenses running high for the first quarter as annual and semi-annual payments that occur in the first quarter are recorded. Contractual services are up due to unforeseen software costs for EMS updates. Strategic Capital and Apparatus Replacement deposits are less due to revenue shortfalls, grant revenue down, and wildland deployment down. Dispatch revenue for the partial 2014 year was approximately \$60,000 and contract maintenance revenue was higher than projected due to the addition of new customers. On the EMS report the medicare/Medicaid write offs have spiked substantially – up 60% in the first quarter. Director deDisse made a motion to accept and place on file the March 2015 Financial Report; seconded by Director Christensen; motion carried.

DIVISION REPORTS:

Administration / HR / IT:

- CESA 2014 Member of the Year award. Thank you Doug and Laura!!
- Thank you Carol for all the work researching and preparing the replacement A/V equipment. A thank you to Firefighter Scott Gill for helping Carol. Installation end of May.
- Grant requests: We did get \$550,000 of the \$875,000 requested for the regional VHF channel build out. The balance will be requested in future years to finish the project.
- Laura Pratt will be leaving us to take a full time position with the Denver Art Museum

Communications:

- McCormick, Johns and Jesmer attended the Navigator conference in Nevada.

- Jason Edwards former EFR medic funeral on May 13.
- Clint Verseman left to pursue his dream dispatch opportunity. Matt Duty accepted the full time position. We will be testing/ interviewing for part time in May.
- April: 117 - Elk Creek, 9 - North Fork, 12 - Indian Hills, 26 - Inter Canyon, 59 - Foothills, 265 - Evergreen. Total = 488

Fire Operations:

- Portable radios to be distributed to firefighters to increase safety.
- Officer reviews will be conducted in July
- Academy Update and graduation May 16th at 9 am. Five will retake parts of Hazmat.
- Wildland Weekend was successful with good attendance.

Fire Prevention:

- Slash collection May 30 and 31 from 9 to 4 at Jeffco Road & Bridge on Lewis Ridge Road
- Working with JeffCo building department to change their plan correction notice form
- The old conference center on Fireweed working on sprinkler system requirements with building owner. Being converted to a brew pub.

Emergency Medical Services:

- MDT's have been ordered
- Rob and I will be attending an all-day conference on May 19th at West Metro – Electronic Patient Care Reports as High Plains may be going away.
- Text book CPR save last Friday.
- Sylvia and I will be attending seminars that cover the new Medicare Billing and documentation (ICD-10) that go into effect October 1st.
- Billing concerns: Medicaid billing is up 60% in the first 3 months of 2015 - \$13,000/mo compared to \$8,155/mo 2014. Self-Pay down 30% to \$1941/mo compared to \$6500/mo in 2014. There are 11,000 people per day turning 65.
- Shawn Foos began Full Time May 3rd (27 years of experience as a Medic)
- 3 newly hired Part Time Medics began orientation - Jessica Jensen, Chuck Rapp and Richard Crawford
- Life Saver Award May 19th 10am for those who would like to attend. A reception will follow.

Maintenance Division:

- Evan and Adam in South Dakota for mid inspection of the tender.
- Accepting sealed bids for Tender 178 until May 27th.
- Roof at Station 1 was repaired
- Requesting proposals for relining of water tank on Tender 175.
- Contract Maintenance; 64.85 hours of labor performed; 94.6 hours collected

Training/Community Education:

- The North Central Region decided not to issue any grants for SCBA. Four other grants submitted.
- Academy completed Hazmat testing for their Firefighter 1 certification.
- ATV training at Indian Creek Ranch on May 17th
- Training for the Outdoor Lab summer program will be held in June
- 70+ preparedness packages were picked up for National Preparedness Day May 2nd.
- Wildland Refresher classes underway with participation of many outside agencies.
- Rocky Mountain Academy Safety Day coming up in May

Strategic Planning Implementation:

- Nothing to report at this time

Regionalization Update:

- Executive Director was hired. Three committees have been established to work on specifics of HR, radio, and technology. It has been determined that the consoles in our dispatch would plug into routers and fiber to make the hop between VHF and microwave for a cost of approximately \$250,000 and the 911 Authority may cover this expense. Chief Weege will schedule another meeting with representatives from the other districts we dispatch to bring them up to date.
- IGA under review by counsel.

Public News / Announcements:

- Flood Status – water is down but still concerns over the amount of snow pack and its impact if it melts to quickly or we get a lot of rain on top of it. Beaver Brook reservoir and dam being monitored. Upper Bear was at 138% of snow pack as of last week.

MAY BOARD MEETING TOPICS:

Active Topics:	Initiated	Scheduled/ Completed	Recommendations / Actions
Energy Audit	April-14	Jun-15	Update on-going project
Budget Committee	Feb-15	TBD	Update quarterly with Financial report from Pinnacle

Energy Audit: Contact Linda Glesne with question about sole source consultant for solar energy discussion and whether or not their representation of three or more bidders for solar systems is acceptable or a conflict for proposal requests.

Budget Committee: Will schedule to meet with Chief Weege soon

UNFINISHED BUSINESS:

- Solar Energy proposal discussed under presentations
- Compensation Committee – Benefits Analysis was completed. It was determined this process should be done every two years and there will some changes to the process to gather more specific information with less variety in the was the answers were given. The compensation committee was made up of Director Kling, Director Anderson, Chief Weege, Laura Pratt and Carol Hucker. Three recommendations were made to the Board by the committee. Director Anderson made a motion to accept the benefits recommended as presented based on due diligence; second by Director deDisse; discussion ensued about the effect of the changes on overtime, liability and that notification be provided to the employees as soon as possible. The motion carried. The changes are as follows:
 1. To reduce the amount of maximum vacation roll over for 12 yrs of service or greater from 120 to 80 for full time non-emergency team members and 126 to 84 for full time 12 hour shift team to achieve consistency with all 24 hour emergency team members (Emergency 168/24 = 7 shift/2 weeks). Effective January 1, 2016.
 2. To reduce the maximum sell back amount from 80 to 40 for 17 + years of service for non-emergency team members, 84 to 42 for 12 hour emergency team and 112 to 56 hours for 24 hour emergency team. Effective January 1, 2016.
 3. To revise Full Time Emergency Team Members – 12 hour shift vacation table to match the year break down of the other teams. At present this section has 3-5 years and 6-7 years while the others are 3-4 and 5-7 years. Effective in the 2015 anniversary month of the employee affected.

NEW BUSINESS: none

BOARD MEMBER COMMENTS:

Director Anderson: Congratulations Laura and thank you for your time and your talent.

Director Gregory: Thank you Laura for all of your work. Looking forward to welcoming the 2015 Academy class on Saturday.

Director Christensen: Thank you Laura.

Director deDisse: Not happy about Laura leaving because she fit in so well here and it's the best its been in a long time. Hopefully Laura can help us make the transition to new HR.

Director Kling: Likes to pick at the scab of HR and government compliance and running like a family but he appreciates that Laura so pleasantly called him out on this.

MEETING ADJOURNED: Director deDisse made a motion to adjourn the meeting; seconded by Director Gregory; motion carried. The meeting adjourned at 7:55 pm.

NEXT MEETING DATES:

Regular District Board Meeting Tuesday, June 9, 2015 at 5:30 pm in Training Rooms A & B

Respectively Submitted,

Carol Hucker

Recording Secretary