



## MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE EVERGREEN FIRE PROTECTION DISTRICT SEPTEMBER 9, 2014

The regular meeting of the Board of Directors of the Evergreen Fire Protection District was held on September 9, 2014 at the Administration/Training Building, 1802 Bergen Parkway, Evergreen, Colorado.

**MEETING CALLED TO ORDER** Director Kling called the meeting to order at 7:00 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 deDisse.

**ALSO IN ATTENDANCE:** Christy McCormick, Bob Walter, Connell O'Brien, Carol Hucker and Frank Dearborn. Doug Saba joined the meeting in progress.

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

### **APPROVAL OF MINUTES:**

- August 12, 2014 Regular Meeting Minutes: Approved as presented. Director Kling abstained as he was absent from the meeting being discussed.

**PUBLIC COMMENT:** None

**PUBLIC HEARING:** The Public Hearing was opened at 7:04 pm for the purpose of hearing any public comments regarding the Petition for Inclusion of Real Property located at 24554 Chris Drive into the Evergreen Fire Protection District. There being no public comments Director deDisse made a motion to adjourn the Public Hearing; seconded by Director Gregory; motion carried.

### **PRESENTATIONS:**

- July 2014 Financial Report: Questions from the Board: Why is the actual personnel expense on page 15 higher than budgeted? Why are there brackets around the grant revenue on page 8? Response from Staff Accountant: On page 15 this is due to two reasons, first we didn't budget enough in workmans compensation for this division this has been addressed in the 2015. Also because we only pay workmans comp the first 9 months of the year not 12 months the difference should diminish after we make our final payment in October. On page 8 this is due to a problem in the Abila software that Pinnacle is unable to resolve with this version. Abila says it will be fixed in the next version. Director deDisse made a motion to accept as presented with clarification of the issues mentioned and to place on file the July 2014 Financial Report; seconded by Director Christensen; motion carried.

### **DIVISION REPORTS:**

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

- A survey on organizational communications was sent to the paid staff and the volunteers as a follow up to the last survey. The survey closes on September 13<sup>th</sup>.
- The compensation analysis information is all gathered and will be tabulated into a working document. We would like to have two board members as a compensation committee to review the results.
- The Strategic Plan draft has been reviewed by the delegated board members and will be moved forward to incorporate the changes discussed before presentation to the Board in October for final approval. The division managers have been tasked with beginning the next phase of specific goals and implementation plans.

#### **Communications:**

- The CAD (Computer Aided Dispatch) system is anticipated to go live on October 23<sup>rd</sup>. In house training will occur the week prior.

- During August dispatched calls for: Evergreen = 180; Elk Creek = 108; Foothills = 57; Indian Hills = 23; Inter Canyon = 29; North Fork = 18. Numbers are as anticipated for the additional agencies. Pleased with how the dispatch staff has stepped up to the challenge.
- Total calls during August: 911 Calls = 260; Emergency and Admin Calls = 1816

### **Emergency Medical Services:**

- The CPR program has trained 1961 students since we began the free program with EPAD in March of 2012.
- Kudos to the Honor Guard for representing us at the recent Rockies game.
- Discussion ensued regarding why calls for dispatch and EMS are down. Director deDisse pointed out that on the ops side there was only wildland incident in our district this summer due to all of the rain, and fewer smoke checks. Mr. Walter reported that EMS calls are down nationally and no one has been able to pinpoint a reason for this. Director Kling asked out of curiosity if this was something that we could point to in district. Mr. Walter responded that calls to Lifecare of Evergreen are down since the policies were changed regarding payment for calls that don't require transport. Mr. Walter will look at other factors and report back.

### **Fire Operations:**

- Captain Gilbert has worked on a radio frequency list, which we are in the process of programming into the mobiles and portables. This was presented to the surrounding fire department Chief's for their input with the goal of having similar operational frequencies on large events. Simplifies the frequencies and is very helpful to the firefighters from each department when on the same fire.
- A second operational change spearheaded by Capt. Gilbert is in how we upgrade alarms. We are switching to a standard Alarm sequence rather than asking for mutual aid or additional tones as we currently do. This will help the Incident Command and Dispatch a great deal and can be built into the new CAD system. The agencies dispatched came on board with our procedures.
- The Big Chili was Sept. 7. It was a big success. Chief Johnson participated in the firefighter challenge. Academy students Ko and Sayre competed with a red chili.

### **Fire Prevention:**

- Safety Day September 20<sup>th</sup> with the Pancake Breakfast from 8 to 11 and the safety activities from 10 to 2. We will be charging for the breakfast this year.
- Slash collection will be conducted by a company contracted through Jefferson County on October 25 and 26. We have agreed to let them use Station 8 for this year. Their intention is that more slash collection dates will be held in 2015 and they will find a larger and more central location.
- Thank you Walmart for donating two \$100 gift cards to EFR. Also King Soopers and Safeway.
- September 11<sup>th</sup> events at Bergen Meadow and Marshdale schools. All are welcome to attend.

### **Maintenance Division:**

- Research continues for the tender that will respond from station #2. Information from multiple chassis suppliers is being analyzed to determine the one best suited for this purpose.
- The Maltese cross from the admin facility has been sent out for restoration by the artist that created it, Debbie Bakel of Loveland. It has received only minor maintenance since its installation in 2004. The cross will be returned before the end of the month. Total cost of restoration is expected to be less than \$2,000.00. Amortized over ten years, at \$200.00 annually on a \$15,000.00 initial investment.
- Following a very positive experience with this season's hose and ladder testing contractor, Waterway, others in the region have followed suit. This is developing into a cooperative and will prove beneficial to all participants in the future through reduced cost as a result of economy of scale.
- Contract Maintenance in August included 54.75 hours of labor performed.

### **Training/Community Education:**

- National Fire Academy in Black Hawk with several attending
- Recognition of Safety Day Donors Village Inn, King Soopers, Safeway, Walmart and others
- 9-11 Stair Climb and Hero Recognition on September 11<sup>th</sup>
- Recognition of the Honor Guard for the Rockies game September 7th
- Dominos Pizza will provide free pizza in October if you have a smoke detector in the home. Date to be determined.

- Fire Prevention month coming up. Scheduling school visits and fire extinguisher training for 80-90 students at Evergreen Middle School. Contact Doug to sign up.

**SEPTEMBER BOARD MEETING TOPICS:**

Active Topics:	Initiated	Scheduled/ Completed	Recommendations
Strategic Planning Meeting	Mar-10	TBD	Strategic Plan will be for ten years instead of 5.
Energy Audit	April-14	TBD	Director Christensen

The Energy Audit: Director Christensen has received some results back and it indicates that changes suggested would not make a significant impact on energy usage. Nothing dramatic but he will continue to review the information for any recommendations.

**UNFINISHED BUSINESS:**

- The executive session that was requested at the August 12<sup>th</sup> Board meeting was not held as it was not relayed in time to post the required legal notice. The recent JCECA (Jefferson County Emergency Communications Authority) meeting was attended by a couple of our board members to hear more about the proposal regarding regionalization and hiring of an executive director. The JCECA Board meeting will occur next week and the topic will be discussed then for incorrect numbers on the proposal and possible funding via increases in service taxes. Other agencies we dispatch for will be speaking at the JCECA meeting. It is a big money discussion with police departments pushing heavily. It may be necessary to schedule an executive session for further discussion of this at a future date regarding negotiations.

**NEW BUSINESS:**

- Order of Inclusion for real property at 24554 Chris Drive: Director deDisse made a motion to approve the Inclusion for 24554 Chris Drive; seconded by Director Christensen; discussion that this is contiguous to our district and provides the homeowner with closer available fire protection, the property is not an island inside of the Indian Hills District; motion carried.
- Spending Authorization 2014-0008: Replacement of fire hose \$6,658.88. Director deDisse made a motion to approve the spending authorization; seconded by Director Christensen; motion carried. Question about the budget line item 7312 being used for this purchase. The line item 7312 is part of the Maintenance Budget 160 as Apparatus Maintenance/Repair.

**BOARD MEMBER COMMENTS:**

Director deDisse: The communication surveys are a good thing, it's good to have input to the volunteers and staff. We are ten-fold better at communication than in years past.

Director Christensen: It is an honor to be part of a the organization. We are where we want to be in terms of equipment, dispatch capability as a model for others. It's a tribute. The clock is 3 minutes fast.

Director Kling: Thrilled with the efforts of the new probes and medic Terry Wehnes working on the radio programming. It's good to see that kind of extra care.

Director Anderson: Would like to buy a red helicopter.

Director Gregory: Thanks to everyone who volunteered for the Big Chili cookoff and especially to Captain Stacey Montague.

**MEETING ADJOURNED:** Director deDisse made a motion to adjourn the meeting; seconded by Director Christensen; motion carried. The meeting adjourned at 8:10 pm.

**NEXT MEETING DATES:**

401a Pension Board Meeting October 14, 2014 at 6:30 pm in Training Rooms A & B  
 Regular District Board Meeting October 14, 2014 at 7:00 pm in Training Rooms A & B

Respectively Submitted,  
 Carol Hucker  
 Recording Secretary