



## MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE EVERGREEN FIRE PROTECTION DISTRICT OCTOBER 14, 2014

The regular meeting of the Board of Directors of the Evergreen Fire Protection District was held on October 14, 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, Tony Shepperdson, Connell O'Brien, Trent Searcy, Jenny Jesmer, Frank Dearborn, Doug Saba, Bill Cronk, Mike Weege, and Carol Hucker.

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

### **APPROVAL OF MINUTES:**

- September 9, 2014 Regular Meeting Minutes: Approved as presented.

**PUBLIC COMMENT:** None

### **PRESENTATIONS:**

- August 2014 Financial Report: Tracking as expected except for revenue from EMS billing which is projected to be at 1.6 million by the end of the year. This reduction in ambulance billing is a national trend with various conclusions being suggested by EMS professionals. The analysis on our end is that this is likely due to a decrease in visits to Life Care and similar factors. The divisions are tracking well with expenditures in some running higher as we approach the end of the year. Director Christensen expressed frustration with the Abila issue of parenthesis in random places. Director Gregory asked about some larger expenses that place the division in a negative position. These occur for a short time but balances out by the end of the year. Director deDisse made a motion to accept and place on file the August 2014 Financial Report; seconded by Director Christensen; motion carried.
- 2015 Draft Budget: The board members have received a copy of the draft budget electronically for review. Each division is working hard to bring costs down. Projected revenue is down ½ % from last year. This will be the 5<sup>th</sup> year in a row that revenue had dropped from its 2010 high of 4.03 million. This is based on property and specific ownership tax. The 2015 estimate is 3.53 million. More meetings will be held over the next month to continue making revisions. With EMS revenue down the district will not be able to meet its planned deposits into savings for apparatus and fixed asset funds. Several contracts will be increasing in cost for 2015 such as IT services.

### **DIVISION REPORTS:**

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

- Thank you Frank for covering the September meeting while Chief was on vacation.
- Communications Survey completed with positive results and a few areas of further improvement.
- Meetings continue on the Communications Regionalization study. An IGA is being put together and plans to define a governance group. The mountain fire districts have voiced many concerns about the quality and cost of this regionalized service, and a lack of VHF operability.
- A dedication ceremony will be held at 5:45 pm October 27 for the Home Dispatchers of EFR.
- The compensation analysis has been completed and an initial review was held with Mr. Kling and Mr. Anderson. It will be presented to the staff at their November staff meetings.
- Thank you Kristy Tolan for organizing the Annual Banquet.
- Multi-Agency grant approved for Active Shooter vests and helmets.
- Ambulance inspections complete. Kudo's from the inspector for EFR. Thank you EMS

### **Communications:**

- The Trittech Conference in San Diego was attended by several of the dispatch staff last week.
- New CAD (computer aided dispatch) system is on track for the cut over on October 22nd. Everyone is feeling very positive for the changes. Metcom, Trittech, and Allen IT will all be here.
- New part time dispatcher Stephen Cronk has begun training.
- Calls for Service: Evergreen = 186; Foothills = 44; Inter Canyon = 32; Indian Hills = 27; Elk Creek = 81; North Fork = 9; Total = 379

### **Emergency Medical Services:**

- Preparing for Probes EMR Class to begin in January.
- EMS has completed the Active Shooter training with JeffCo and will be more training here.
- Community Para-medicine MIH (Mobile Integrated Healthcare) is being introduced by Jodi Walzer which assists the community with resources for issues that repeated transport does not address. It involves the county, the senior resource center, hospice, etc. in helping citizens get aid.
- EPAD teaming with Senior Resource Center on Fall Prevention, Safety Day CPR class
- Dave Montesi is working on measuring the patient experience with a survey.
- Cadet Program will begin again in January with the Responder course for Academy. Hoping 5 or 6 students again. A couple of cadets from last year have gone on to Red Rocks for fire science now when they weren't previously interested in the fire service.
- Bob has gone to the Medicare Billing Conference Oct. 11 – 15.

### **Fire Operations:**

- Wildland weekend was held on October 11<sup>th</sup> and 12<sup>th</sup> for the academy. Everyone did well. Thank you Jeff deDisse for hosting at the ranch. Thank you Dave Godaire for organizing this year. Thank you Elk Creek Chief Weir for teaching and offers to cross train with EFR.
- Working on a thorough inventory and bin cleaning on all the engines making it easier to find tools and make sure we don't misplace any on scene.
- Multiple calls during both the Big Chili and Safety Day events were covered really well by the firefighters.

### **Fire Prevention:**

- Safety Day was a huge success. Thanks Doug and all of the sponsors and donors.
- An 82 bed senior group home near the Country Day School is in the site development stage with JeffCo Planning and Zoning.
- A 2007 project for 18 new homes has come back to life and is in the final plat stage for Red Moon Road off of Hotel Way.
- Dependable Cleaners will be moving to the old Burger King location with on site cleaning.
- Christmas with the Firefighters December 13<sup>th</sup> 10am to 12 pm. Walmart has given a \$2000 grant.

### **Maintenance Division:**

- Joined with Indian Hills in a cooperative opportunity to purchase hose this year. Hopefully other departments will participate in the future for leveraged pricing and bulk discounts.
- Working with North Fork on starting to do their contract maintenance.
- Water quality at Station 2 was tested following concerns for cross contamination. Water was fine, some recommendations were made to prevent back flow issues in the future.
- The Maltese cross return was delayed due to restoration challenges. It arrived back today and will be reinstalled soon.

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

- National Fire Academy was held in Black Hawk September 8<sup>th</sup>- 14<sup>th</sup>.
- Firefighter J.P.R.'s for live car fires/ firefighter awareness drills were held September 8<sup>th</sup> and 29<sup>th</sup>.
- Eagle scout project and dedication October 27<sup>th</sup> at 5:45 pm Station 2
- Attended a meeting at King Murphy for the state of Clear Creek County. This was the final event for Sheriff Krueger before his retirement at the end of the year.
- State Fire Chiefs Leadership Challenge conference in Keystone Oct 22 – 24. They also got some grant funding to support volunteer agencies with recruitment and retention and will hold a class at this conference.

**OCTOBER BOARD MEETING TOPICS:**

Active Topics:	Initiated	Scheduled/ Completed	Recommendations / Actions
Strategic Planning Meeting	Mar-10	TBD	Strategic Plan presented to board for review. Will be presented for acceptance at the November meeting.
Energy Audit	April-14	TBD	Director Christensen to contact vendor for cost estimate on the recommended LED changes to electrical fixtures.

**UNFINISHED BUSINESS:** Strategic Plan has been presented to the board members for review. This will be an ongoing document. The next phase will be each division assembling their goals, timelines, and implementation plans to be assessed for cost to value. The Board will be given monthly updates on the status of the goals.

**NEW BUSINESS:**

- Spending Authorization 2014-0009: EMS Carpet Replacement Station 2, \$5,926.77: Director Christensen made a motion to approve the spending authorization; seconded by Director deDisse; motion carried.
- Public Use of EFR Facilities: it was brought to the board that fee assessment needs to be considered for public use of the administration classrooms and auditorium as a way of countering the expenses of replacement for furniture and audio visual equipment. The Board requested that all divisions review their fee schedules and report back with any proposals for increases at the November meeting.

**BOARD MEMBER COMMENTS:**

Director Anderson: Appreciates the hard work and the meetings regarding the budget. He supports staff comments through the chain of command for all to be heard.

Director Gregory: It was an honor to participate in Safety Day. This is a great community public relations event. Thanks Doug Saba.

Director Christensen: Over the previous few years there have been some rocky times. It's nice to be able to deal with meaty straight forward issues. Makes the job easy for the board.

Director Kling: Appreciates all the work, the committees have been very helpful with understanding the process. The staff delivers and outstanding product.

Director deDisse: Good luck with the change over to the new CAD system. Appreciates all of the work being done.

**MEETING ADJOURNED:** Director deDisse made a motion to adjourn the meeting; seconded by Director Christensen; motion carried. The meeting adjourned at 9:25 pm.

**NEXT MEETING DATES:**

Volunteer Pension Board Meeting November 11, 2014 at 6:30 pm in Training Rooms A & B

Regular District Board Meeting November 11, 2014 at 7:00 pm in Training Rooms A & B

Respectively Submitted,

Carol Hucker

Recording Secretary