



MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE EVERGREEN FIRE PROTECTION DISTRICT DECEMBER 8, 2015

The regular meeting of the Board of Directors of the Evergreen Fire Protection District was held on December 8, 2015 at the Administration/Training Building, 1802 Bergen Parkway, Evergreen, Colorado.

MEETING CALLED TO ORDER Director deDisse called the meeting to order at 5:31 pm.

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

ATTENDANCE

DIRECTORS IN ATTENDANCE: Mike Gregory, John Anderson, Jeff deDisse. Director Christensen arrived with the meeting in progress at 5:35 pm. Director Kling arrived with the meeting in progress at 6:20pm.

ALSO IN ATTENDANCE: Jessi Marlatt, Doug Saba, John Putt, Bob Walter, Frank Dearborn, Connell O'Brien, Jeff Ashford, Mason Duncan, Mike Weege, and Carol Hucker.

APPROVAL OF AGENDA: Accepted as presented.

PUBLIC COMMENT: None

APPROVAL OF MINUTES:

- November 10, 2015 Regular Meeting Minutes: Accepted as presented.
- November 19, 2015 Special Board Meeting Minutes: Accepted as presented.

PRESENTATIONS:

- October 2015 Financial Report: We are in line with what we anticipated. Each division is running tight as we approach the end of the year, but we expect to be under budget as targeted. EMS and communications have been running high due to overtime. Bob just hired two part time people. John is working on advertising campaign. Director Christensen made a motion to accept and place on file the October 2015 Financial Report; Director Gregory seconded; motion carried.
- 2016 Budget: Thank you Director deDisse and Christensen and the subcommittees for helping get this done for 2016. We are looking at an increase in revenue but it's a drop in the bucket versus everything we have lost over the past few years. We are anticipating being able to deposit more into our reserves than in 2015. We are able to deposit \$250,000 we would like to deposit \$425,000 or more. For 2016 we have a lot of scheduled items that cannot be delayed. We will still have the frozen wages with the annual bonus. The bottle replacement and tough books for EMS will hopefully be funded by a grant. We replaced our servers last year and used some of our old servers as a backup, but that only backs up part of what we need, we have a separate server system as a backup. We will have a capital expense to replace the back-up servers in 2016. There is also a \$50,000 cistern, as part of an agreement with a home owners association. The \$100k for energy efficiencies and \$50,000 for the roof at station 2 are in the capital budget.
- Bob Walter – 5 year Pin and recognition of his management and knowledge brought to the division and department.
- Frank Dearborn – 40 Year Fire Service certificate. 18 years at Evergreen Fire Rescue.

DIVISION REPORTS:

Administration / HR / IT:

- Open enrollment for health insurance was completed with CEBT.
- Thank you Mr. deDisse for hosting the Christmas party this year.
- The annual banquet was a big success. Many thanks to the banquet committee, Candace O'Brien, Asta Lock, Merry Kopelove, Debbie Price, Rae Cronk, and Anna Grose.
- A committee was formed to discuss Station 1 options. Representation includes the District Board, Fire OPS, EMS, former EFR leadership and maintenance.

Communications:

- Design of the grant funded single dispatch channel and microwave backhaul continues. A cost share agreement will be drafted for maintenance. Additional funding will be required.
- The shared VHF radio system maintenance agreement is signed by all parties and implemented with Motorola.
- Scott Gill finished training and is cleared to part time dispatch.
- MCI training with vertical evacuations, shuttle teams, and triage transport for the dispatcher's was a success. Firefighters and EMS conducted the training. Clear Creek Sheriff wants to do active shooter training with Law/Fire/EMS for school scenario.
- November Calls: 911 – 125 calls; 2323 – 253 calls; 3411 – 260 calls

Fire Operations:

- Kick-off meeting for ice safety training held with Evergreen Park and Rec., Denver Mountain Parks, Evergreen Metro District and others. Attended by Lt. Schneider and Lt. Genender.
- Strategic Planning Implementation - Officers are working on response times. Evaluating the number of DE's and where available, station specific, residency program under consideration.
- Kudos to the instructors of the academy from one of their students. The skill level and passion of the instructors and chiefs are appreciated.

Fire Prevention:

- Christmas with the Firefighters program December 12th for its 14th year.
- King Soopers renovation starts in January.
- Skate the Lake Event with fireworks at 8 pm and midnight on December 31st.
- Dan Hrouda and Jeff deDisse will teach a class January 6th on Fire and Electrical Safety and Keeping Animals Out of Harms Way
- New two story building at Nob Hill project

Emergency Medical Services:

- Waiting to hear about RETAC grants
- 2600 Free CPR students since March of 2014.
- Welcome Josh Lane and Stephen Dillenbeck to part-time medic staff
- EMR class starts for the probes in January
- Phone call to thank the medics but in particular Annie and to tell us she is eager to help with pamphlets flyers and mailings as we enter our election efforts in 2016.

Maintenance Division:

- Parking lot snow plowing and safety
- Working with a group of engineers and contractors to look at ways to modify station 2 EMS to accommodate a resident firefighter program.
- Mobile data terminal locations have been checked, with one in use now. We have to place them out of the way of air bag and knobs. Maintenance will begin moving forward now with installing them in the other three ambos and two staff vehicles.

Safety / Community Education:

- 23 outside training events to date with 45 members participating
- Work comp cost containment being completed for 2016 discounts.
- School visits completed for the year with two new schools added.
- Academy FF1 Exam and Practical December 12th.

Strategic Planning Implementation:

- Presentation on Fire Prevention mitigation program

Regionalization Update:

- A 4 - 6 hour workshop is scheduled for Dec. 22nd. Goal is to finalize the IGA. Chief Weege requested a committee of 2 board members to review the IGA.
- EFR hosted a mountain agency meeting Nov. 11 to update neighboring districts.

Public News / Announcements:

- Community Task Force, meeting is Dec. 10. 1800.

DECEMBER BOARD MEETING TOPICS:

Topic	Initiated	Scheduled/ Completed	Recommendations / Actions
Energy Audit	April-14	Sept-15	Update on-going project
Revise Chiefs Review Process	Jun-15	Mar-16	
Budget Committee	Feb-15	Apr-16	To meet quarterly for review of Financial report and provide update to board
Financial Health	Nov-15	May-16	

BOARD COMMITTEE REPORTS:

Budget Committee: Director DeDisse and Director Christensen – to meet quarterly and report back to the board on the progress of the budget. Carol to set up meeting schedule and notify committee.

Personnel Committee: Director Kling and Director Anderson

401a Pension Board: Director Gregory and Director Christensen

Construction Committee: Director Gregory and Director deDisse

911 Regionalization IGA Committee Review: Director Kling and Director Anderson

UNFINISHED BUSINESS:

- Resolution 2015-0003: 2016 Budget: Director Christensen made a motion to accept and place on file the 2016 Budget Resolution; seconded by Director Gregory; motion carried.
- IGA Shared Coverage: The IGA was completed and is just waiting on each participant's signature to be returned.

NEW BUSINESS:

- Resolution 2015-0004: Approving payment and reimbursement of legal expenses related to Volunteer Firefighter Pension Plan: Director Kling made a motion to approve the resolution and place on file; seconded by Director Christensen; motion carried.
- Spending Authorization 2015-0007: Purchase of three Surface Pro tablets, accessories, and installation of software for Fire Prevention - \$5,983.41: Director Kling made a motion to accept the spending authorization; seconded by Director Christensen; motion carried.

BOARD MEMBER COMMENTS:

Director Anderson: Thank you Bob and Frank for the years of service. Our thoughts and prayers for Denver Police Officer Lopez, shot seven times.

Director Gregory: Prayers for the recent shooting victims and their families. This active shooter trend may affect our fire department some day. Merry Christmas to all.

Director Christensen: Looking back on the year the department has done miraculous things. Thank you. We will be very quickly beginning discussions about the budget and efficiencies, decreasing billings in EMS, decreased costs and losses in revenue requiring us to make our best decisions.

Director Kling: During tenure on the board we have more external stresses to adjust to. The strain of the future and the unknown is difficult. The board is listening to all options /perspectives and is making the best decisions it can for steering the department into the future. Frank 40 years of service is amazing.

Director deDisse: Also offered congratulations to Frank and Bob. The ranch looks like all the Christmas trees have been murdered but he and Mrs. deDisse enjoyed having the kids there for the party this year. Thank you to all who helped make the party a success. Thank you to all who helped get us through another budget preparation. Merry Christmas.

MEETING ADJOURNED: Director Christensen made a motion to adjourn the meeting; seconded by Director Kling; motion carried. The meeting adjourned at 7:22 pm.

NEXT MEETING DATES:

401a Pension Board Meeting Tuesday, January 12, 2016 at 5:00 pm in Training Rooms A & B

Regular District Board Meeting Tuesday, January 12, 2016 at 5:30 pm in Training Rooms A & B

Respectively Submitted,

Carol Hucker

Recording Secretary