



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

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

**MEETING CALLED TO ORDER** Director Christensen called the meeting to order at 7:02 pm.

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

### **ATTENDANCE**

**DIRECTORS IN ATTENDANCE:** David Christensen, Mike Gregory, John Anderson. Director Jeff deDisse attended via conference call. Director Kling was excused.

**ALSO IN ATTENDANCE:** Beth Potter, Josie Klemaier, Caine Crawford, Mason Duncan, Christy McCormick, Bob Walter, Frank Dearborn, Brendan Campbell, Mike Weege, and Carol Hucker.

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

### **APPROVAL OF MINUTES:**

- November 11, 2014 Regular Meeting Minutes: Director deDisse made a motion to approve and place on file; seconded by Director Gregory; motion carried.

**PUBLIC COMMENT:** None

### **PRESENTATIONS:**

- October 2014 Financial Report: Brendan Campbell of Pinnacle Consulting discussed that the same issues have been seen over the course of the year in revenue. The December bond payment has been made. These will mature in 2023. The rate is between 3-5% on interest now. Director deDisse thanked Brendan for a great job and asked that he offer any suggestions on things we can do better. Director deDisse made a motion to accept and place on file the October 2014 Financial Report; seconded by Director Gregory; motion carried.
- 2015 Budget: The final valuations changed slightly and have been adjusted down in the budget to reflect actual. The Rec center has been revised to a program that will allow those that use the center a lot to continue to do so and for those who use less regularly to bring in a completed punch pass for reimbursement. The Human Resources expense was reduced down by \$30,000 and Laura will be reducing her hours to 40 per month. Specific donations into programs can't be accounted for until spent so we have changed the capture method for these in the budget.
- 2015 Fee Schedule Revisions: the fee schedule for EMS has been revised to incorporate the changes that were discussed at the November board meeting. A charge for hike-ins has been deleted and MVA and Hazmat have been revised.

### **DIVISION REPORTS:**

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

- Doug and Laura working on Pinnacol Safety Program for cost containment. Management groups will be set up to review all accidents monthly. Documentation is the key to reducing our costs and injuries.
- Web site hack resolved. Thank you Allen Tech and Zach Flowers
- Medical insurance open enrollment completed.
- Compensation analysis was completed and delivered to the staff. Thank you Laura and Carol. Benefits analysis still to be completed.
- Assistance to Firefighters Grant (AFG) has been submitted for books and gear. Will try to develop a regional grant for replacement of SCBA as Scott products are going to have to be replaced.

## **Communications:**

- Jace Karford will transition to part time following his acceptance of a full time firefighter position in Rifle. Congratulations Jace and Holly on the birth of son Logan.
- Amy Bray will be moving in to the vacant full time dispatch position.
- Continue to restrict visits to dispatch as the staff is involved in actively monitoring radio traffic at all times. If the sliding door is closed respect it.
- North Central Region (NCR) grant for single radio channel study, \$68,000. This would be a huge step forward to put regional dispatch on a single radio channel so all can talk on the same when needed and that will cover us and all of the agencies around us to enhance interoperability.
- Monitoring equipment installation has begun. It has been dropping the link between Bear Mountain requiring the system to be reset which takes a few minutes, working to resolve.
- Regionalization is now meeting twice a month with a job description for an executive director written and a national search to begin soon. This person will work with the nuts and bolts of the project and the costs for at least 2 years. Working on the IGA. The mountain districts are pushing hard for recognition of our specific concerns and issues. It has a long way to go and would be 3-5 years out on equipment.
- For November: 911 calls = 144; 3411 calls = 411; 2323 calls = 439; Evergreen = 169; Elk Creek = 254; Indian Hills & Inter Canyon = 173; North Fork = 41

## **Emergency Medical Services:**

- Welcome John Putt to the part time roster. John comes back to EFR after a long absence. He served with Evergreen Ambulance Service and was the first paramedic when they merged with EFR. John also served as a lieutenant with EFR. He was employed as a paramedic/firefighter from 1997 until his recent retirement from North Metro.
- CPR has eclipsed 2200 students since March of 2012. John Lock previously talked to the board about a program called pulse point in use in Arvada which links CPR trained individuals to incidents to get hands on a patient as quickly as possible. Since we are part of the CAD consolidation with Arvada we are now able to get that service free. We will bring this back to the board in January for further information on the details of the system.

## **Fire Operations:**

- Academy members are cleared to run fire calls. They have several live burn days under their belts with many evolutions thanks to the training building being so much closer than Denver's. They are studying hard for their firefighter 1 test on the 13<sup>th</sup>. Have almost 90 members this year.
- We are still anticipating the start of chimney fire season. Nothing has hit yet but we are staying alert and ready. Much discussion has gone to the troops about having their gear in a state of readiness (clean, neatly packed in POVs, voice amps and flashlights in working order, etc). Chicken coop fire up on Sinton Road.
- Six more members are committing to higher learning and completing their FF2 certification. Final test is December 13<sup>th</sup>.
- We will begin having the safety officer on scene with every training and provide a briefing at monthly officers meeting.

## **Fire Prevention:**

- The 13<sup>th</sup> Christmas with the Firefighters will be held from 10 – 12 on Saturday, December 13<sup>th</sup>.
- Wildgame is open with a temporary occupancy while they finish up a few items for final.
- Other construction projects remain on target for completion or start up.
- Bergen Church plans to open the middle of January. We'll do training when the systems are ready to test.

## **Maintenance Division:**

- 25 additional 5" hoses were added to our hose order to improve operations. This will also save on shipping.
- Fuel expenses are less than projected.
- North Fork Fire Rescue has provided EFR more work opportunity. They have secured funding to enable more repairs. Playing catch up on previously deferred maintenance.
- Currently interviewing applicants for the vacant mechanic position. Our goal is to fill this position by the first of the year.
- Contract Maintenance in November: 114.25 hours of labor performed; 37 hours collected

**Training/Community Education:**

- Performed 3 juvenile fire setter interviews.
- Conducted training for Elk Creek on new fire alarm systems installed over the summer and wildland fire training for Foothills and Clear Creek districts.

**DECEMBER BOARD MEETING TOPICS:**

Active Topics:	Initiated	Scheduled/ Completed	Recommendations / Actions
Strategic Plan Implementation	Nov-14	Jan-25	Updates will be added to the division report and removed from board topics
Energy Audit	April-14	Jun-15	Director Christensen narrowed list and will get with Director Gregory for review prior to implementation of changes.

**UNFINISHED BUSINESS:**

- Resolution 2014-0006: Fire Prevention 2015 Fee Schedule: Director Gregory made a motion to approve Resolution 2014-0006; Director Anderson seconded; motion carried.
- Resolution 2014-0007: EMS 2015 Fee Schedule: Director Anderson made a motion to approve Resolution 2014-0007; seconded by Director Gregory; motion carried.
- Resolution 2014-0008: Facility Usage 2015 Fee Schedule: Director Gregory made a motion to approve Resolution 2014-0008; seconded by Director Anderson; motion carried.
- Resolution 2014-0009: 2015 Budget: Director Anderson made a motion to approve the 2015 Budget; seconded by Director Gregory; motion carried.
- Certification of Budget, Tax Levies for Jefferson & Clear Creek County will be filed by December 12<sup>th</sup> by Pinnacle Consulting. The budget resolution includes the certifications and all are filed with the state.
- Appointment of Board Representative as a liaison for Emergency Management and Planning: Section 24-33.5-708(6) C.R.S: Director Anderson made a motion to appoint Dave Christensen and Director deDisse quickly seconded. Chief Weege informed the board that we are trying to verify with legal that we may already be covered on this with other memberships. The motion was withdrawn.

**NEW BUSINESS:**

- 2015 Calendar: this is provided for the director’s information only. The calendar will be formally approved in January.

**BOARD MEMBER COMMENTS:**

Director deDisse: Thanks to all who worked on the fee schedules and the budgets to get us to where we are. It’s been a hard fought process.

Director Gregory: Agreed with Director deDisse.

Director Anderson: Happy Holidays. See you on Saturday and hope everyone supports Frank’s project.

Director Christensen: The department always shines and he is impressed with what a well oiled machine. Congratulations Frank on 13 years of the Christmas with Firefighters.

**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:**

401a Pension Board Meeting Tuesday, January 13, 2015 at 6:30 pm in Training Rooms A & B  
Regular District Board Meeting Tuesday, January 13, 2015 at 7:00 pm in Training Rooms A & B

Respectively Submitted,  
Carol Hucker  
Recording Secretary