



MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE EVERGREEN FIRE PROTECTION DISTRICT APRIL 10, 2018

The regular meeting of the Board of Directors of the Evergreen Fire Protection District was held on April 10, 2018 at the Administration/Training Building, 1802 Bergen Parkway, Evergreen, Colorado.

MEETING CALLED TO ORDER Director Anderson 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: Jim Mosby, Dave Christensen, John Anderson, Jeff deDisse, Mike Gregory.

ALSO IN ATTENDANCE: Corinne Westeman, Dale Tolan, Bill Cronk, Stacey Martin, Connell O'Brien, Frank Dearborn, Chief Mike Weege, and Carol Hucker.

APPROVAL OF AGENDA: Director deDisse requested that the Co-Fiduciary Proposal be struck from the agenda. Director deDisse made a motion to approve the agenda as amended; seconded by Director Christensen; motion carried.

PUBLIC COMMENT: None

APPROVAL OF MINUTES:

- March 13, 2018 Board Meeting Minutes –Director deDisse made a motion to accept and place on file the March 13, 2018 minutes as presented; seconded by Director Christensen; motion carried.

PRESENTATIONS:

- February 2018 Financial Report – Chief Weege reported that the budget is tracking as anticipated. Director deDisse made a motion to accept and place on file the February 2018 Financial Report; seconded by Director Christensen; motion carried.

DIVISION REPORTS:

Administration / HR / IT:

- Welcome Corinne Westeman, Canyon Courier
- Hiring update
- Serenity article, Wildland Fire in our community
- Emergency Reporting up and running for NFIRS. Thank you Jillian and Capt. Bill Cronk.
- Payroll is going well with Pinnacle

Fire Operations:

- 20 firefighters completed classroom Squad Boss training
- Card sent out in the mail for recruitment
- Replacement SCBA analysis on going
- Officers Meeting April 17th at 1830 Station 2
- Academy Update – Rescue testing upcoming then Hazmat

Fire Prevention:

- Anonymous donation of \$10,000
- Project review for 18-19 townhomes north of the Buchanan ball field.
- 1055 El Rancho for 56 apartments is with P&Z at Jeffco

Emergency Medical Services:

- Replacement AEDs (8) arrived
- Part time medic interviews to fill the roster
- Handtevy training conducted
- FRETAC grant for community paramedic supplies received

Maintenance Division:

- The inventory of replacement Stihl chainsaws has been fulfilled for wildland firefighting.

- The cache of class “A” foam has diminished and needs replenished. Following an audit of demand since 2012, our demand is low. We inventory only a pallet of foam for approximately \$2,500.00.

Strategic Planning Implementation: (Quarterly)

- Communications:
Text to 911;
Improve radio coverage;
NFPA Compliance – 6 month ramp-up time
Monthly reports will be received from Jeffcom:

Service	Target Service Levels
Call Answer and Processing	95% of 911 calls answered within 15 Seconds 99% of 911 calls answered within 40 Seconds 90% of 911 calls processed within 64 Seconds 95% of 911 calls processed within 106 Seconds
Admin Call Initial Hold Time	No more than 10% of all non-emergency calls are put on hold for 60 seconds or less

Jeffcom Update:

April 3rd transition went well. Lakewood transitioned in April 4th which completes the physical move. Director deDisse discussed monitoring the temperature in the radio room now that the dispatchers have moved to Jeffcom.

MARCH BOARD MEETING TOPICS:

Topic	Initiated	Scheduled/ Completed	Recommendations / Actions
Budget Committee	Feb-16	TBD	Update quarterly with report by Pinnacle
Overtime Report	May-16	TBD	Update quarterly
Leadership Evergreen Project	Feb-18	Oct-18	Update on fundraising for signage

Chief Weege reported the Leadership Evergreen Project has secured funding for their project through Evergreen Rotary for the Evergreen Parkway sign. The Hwy 285 sign is still ¾ funded at this time. Approaching Conifer Rotary to assist with Hwy 285 funding.

BOARD COMMITTEE REPORTS:

- Budget Committee: Director deDisse and Director Gregory
- Personnel Committee: Director Anderson and Director Mosby
- 401a Pension Board: Director deDisse
- Audit Committee: Director deDisse and Director Christensen
- Turnouts Auxiliary Committee: Director Gregory and Director deDisse
- Property Committee: Director Gregory and Director deDisse

UNFINISHED BUSINESS:

- 3rd Amendment to the 401a Pension Plan – Director deDisse made a motion to approve the 3rd Amendment to the 401a Pension Plan; seconded by Director Christensen; discussion: This will allow the forfeiture funds from employees that separate before they are fully vested to be returned to the district at the separation rather than when the employee takes a distribution; motion carried.
- Co-Fiduciary Proposal – no action at this time. The employees will be surveyed to determine their level of willingness to add this expense to their individual plan. We are not able to take the cost of the co-fiduciary as a district expense or from the forfeitures. It has to be expensed to the employee from their retirement account.
- Evergreen Meadows Property – nothing to report
- 2017 Pension Credit Report Status – nothing to report

NEW BUSINESS:

- Spending Authorization 2018-002: \$28,990.00 Fire Operations Bunker Gear – 13 sets of gear, this is a budgeted item. Director deDisse made a motion to approve Spending Authorization 2018-002; seconded by Director Christensen; motion carried.
- Spending Authorization 2018-003: \$10,430.00 EMS Camera Scopes – this was a budgeted expense. This tool makes it easier and more proficient to intubate a patient with a camera and light on the scope. Director deDisse made a motion to approve Spending Authorization 2018-003; seconded by Director Mosby; motion carried.
- Health Insurance Revisions – Chief Weege presented a proposal to alter the health insurance coverage for families effective June 1st where the employees insurance will be paid 100% and the spouse/children/family currently on the plan will be paid 80% by the district/ 20% by the employee. Director deDisse made a motion to amend the health insurance for current employees with family coverage as described; seconded by Director Christensen; motion carried. The 2018 open enrollment will make it available for other employees to add family coverage to plans that will be determined in the next enrollment package.

BOARD MEMBER COMMENTS:

Director Christensen: Appreciate the bling in the parking lot courtesy of Mike Gregory. Impressed by the department and moving forward in a calm way without distraction. Celebrate the moment.

Director Gregory: Congratulations Marty Lake as chaplain of the month in March. The final call from dispatch gave mixed feelings, hard decision to make but it was the right decision. Thank you Chief Weege for your work to get us there.

Director Mosby: Welcome Corinne as our new reporter from the Canyon Courier. Ditto what Mike said.

Director deDisse: Also ditto Mike. Still supports this as being the right decision. A friend lost his wife in the lower North Fork fire and at the time his call to 911 was routed to Littleton. In big situations like that the ability to have more than one call taker or dispatcher will be important. Being able to hear our dispatchers on the phone and the impact that Chief has had on the board there, the work that everyone has put in has made this a successful transition.

Director Anderson: Thank you everyone involved in the transition of dispatch. Hiring three people at once was a busy place and if you were involved thank you for your time.

EXECUTIVE SESSION: Director deDisse made a motion to enter executive session under section 24-6-402(4)(a) of the Colorado Revised Statutes, for the purpose of discussion concerning the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest involving vacant land owned by the district. Seconded by Director Christensen; motion carried. The board entered executive session at 6:38 pm. Director Christensen moved to return to public session; seconded by Director Gregory; motion carried. The board returned to public session at 6:59 pm.

MEETING ADJOURNED: Director Mosby made a motion to adjourn the meeting; Director Christensen seconded; motion carried. The meeting adjourned at 7:00 pm.

NEXT MEETING DATES:

Regular District Board Meeting on Tuesday, May 8, 2018 at 5:30 pm in Auditorium

Respectively Submitted,
Carol Hucker
Recording Secretary