



MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE EVERGREEN FIRE PROTECTION DISTRICT AUGUST 8, 2017

The regular meeting of the Board of Directors of the Evergreen Fire Protection District was held on August 8, 2017 at the Administration/Training Building, 1802 Bergen Parkway, Evergreen, Colorado.

MEETING CALLED TO ORDER Director Christensen called the meeting to order at 5:30 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, Jim Mosby, Dave Christensen. Director Anderson and Director deDisse attended by telephone.

ALSO IN ATTENDANCE: Brendan Campbell by telephone, Robert Gottsman, Frank Dearborn, Connell O'Brien, Dave Montesi, Sal Christ, Jay Griggs, John Porter, Chief Mike Weege, and Carol Hucker.

APPROVAL OF AGENDA: The agenda was accepted as presented.

PUBLIC COMMENT: Robert Gottsman - Offered his appreciation for all that EFR does. After getting his tax bill last spring which went up 39% and found it curious that our tax portion went up 39% and he finds this excessive. Director Christensen noted that if you look at our current budget you would see that a large piece of that increase was directed to strategic capital in an effort to catch up for the last few years of reduced revenue. Mr. Gottsman noted that he feels we act as a regional service provider and the tax payers pay for this. Director Christensen noted that we are a leader and that we are thankful for the revenue the taxpayers provide and we in turn provide a high level of service. Director Mosby commented that over 40 years he has seen incremental increases of 3 – 5% and some years flat. The large increase this year caught everyone off guard. The Mill levy increase in 2016 was built with the anticipation of 3-5% increase in tax revenue. Mr. Gottsman wanted to make it clear that the whole tax bill didn't go up 39% just the EFR portion. Chief Weege mentioned that Evergreen is a commercial hub for the foothills community. We dispatch and maintain the other districts and they pay for these services. We use mutual aid and share resources when needed for incidents and rely on each other for this support. Director deDisse asked how much did property values go down when the bottom dropped out of the market a few years ago. If we hadn't had the housing and loan crisis a few years ago the current valuation would not seem so large of a rebound. Mr. Gottsman agreed.

APPROVAL OF MINUTES:

- July 11, 2017 Board Meeting Minutes - Director Gregory made a motion to approve the minutes as presented; seconded by Director Mosby; motion carried.

PRESENTATIONS:

- June 2017 Quarterly Financial Report – Brendan Campbell reported that half way through the year we are trending under budget due to cost control and budgeting appropriately. He noted that expenditures are averaging with 60% of expenditures remaining showing we are under budget particularly in personnel expenses. On the revenue side Ownership tax as collected to date is higher than was anticipated. Specific ownership tax is vehicle registration, sales, etc. The mill levy increase approved last year increased the portion of the taxes that the district receives. Investment income on the budget was a clerical error and this is actually anticipated to be around \$35,000 for the year. Under pension contributions it shows \$25,213 which are the forfeitures so far this year for employees that left employment before they were fully vested. Director Mosby made a motion to accept the Financial Report; seconded by Director Gregory; motion carried.

DIVISION REPORTS:

Administration / HR / IT:

- Aug. 5th Mass Casualty Incident Exercise – Thank you John Porter and the Chinook Group for your work in the success of this exercise. There were 11 agencies participating. An after action report will be prepared and follow up meetings will be scheduled with SOG and training updates

to follow. There were 120 victims/patients with 45 tagged for transport and 45 fire responders in staging. FF Porter noted that a true incident would have a larger response but we have a better capability of coordinating the situation by practicing these exercises. Chief Weege noted that we have some issues in the high school with radio reception and it was helpful to be able to learn what will work best. We recently placed an amplifier in King Soopers to improve communications that helps resolve this issue. Face to face communications worked very well in this training between law and fire responders. Those involved were only provided scant information so that this exercise would evolve according to the training they had received. Director Christensen noted as an observer he found it fascinating. FF Porter commented that they will identify steps to be stronger for the next time and to sustain the areas that were strong.

- Update on Maxwell Falls – The National Forest Service Supervisor has declined to issue a close order for the area. Conversations will continue toward getting all agencies on the same page with regard to fire restrictions and bans for overlapping jurisdictions. We will continue to respond to reports in this area as we have.
- August 12th Evergreen Meadows HOA picnic invitation to EFR. Director Christensen will attend for the district in support.
- Property Committee - Chief Weege requested a committee be formed to keep working on the possible sale of two properties the district owns. Director deDisse and Gregory will serve.
- Troutdale property and Evergreen Meadows property committee request.
- Employee/Volunteer Assistance Program review – we will continue to offer the program through our insurance provider but will supplement this with Foundation 1023 and potentially a 3rd source.

Communications:

- Congratulations Jenny Weston for 10 years of service to EFR.
- Kick-off meeting with Motorola was held for the Interoperability project. The IGA is underway for the shared maintenance agreement.
- The Motorola radio software update took place and was successfully completed. Thank you Jefferson County Sheriff's Office for accommodating an EFR dispatcher. The back-up system utilizing JCSO worked very well. Thank you Billy Kraft for coordinating with the other agencies and Motorola.
- In process of hiring 1 full and 2 part time.
- Genesee / Highland Tac channels installed soon.

Fire Operations:

- 10 candidates were selected for the 2018 academy.
- Academy orientation and family welcome was held Aug. 5th.
- Leadership development program ongoing. Three more sessions to go. Good participation and feedback. Will determine frequency of repeating the program.

Fire Prevention:

- Annual Health & Safety Day August 26th.
- Extinguisher inspection/recharging August 26th.
- Applying for \$2000 Walmart Grant for Christmas with Firefighters. This will be on December 9th.
- Charity cycling event Sept 2nd through Evergreen – no stand by required.

Emergency Medical Services:

- Heartsafe paperwork submitted
- 450 CPR students to date in 2017
- ImageTrend training held August 2 and 3 with go live set for August 16th. Thank you Quatro Roderick, Rob Dorney, Tom Davis, and Tony Shepperdson for all of your work on this transition.
- Congratulations Annie Dorchak on passing the National Certification for Community Paramedic.

Maintenance Division:

- The Bear Mt. cistern is complete, filled and available. Landscaping will be completed. Director deDisse offered to donate the trees.
- Paving of station 4 has been awarded and will require 3 days.
- Station 1 roof over the offices and living area have been replaced. Maintenance staff will complete repairs to the water damaged areas.
- The tender specification has been released for return by September 1, 2017.

- An HVAC technician has determined that there are current issues with the boiler system at station 4. Repairs (\$400.00) approximately have been approved. If this doesn't solve the convection heat trapped in the second floor, additional measures will be considered. He has some additional adjustments to make on the HVAC at the admin building.
- A bear resistant dumpster has been made available at station 4 following several encounters.

Strategic Planning Implementation: (Quarterly)

- Fire Prevention – The CWPIP process is moving forward and will be working down through the high risk neighborhoods that were identified. Four of the 5 extreme risk areas have completed or are working on their plan and are working on the mitigation portion. The property value for these extreme and high risk areas is in the billions of dollars. John Chapman is working with the HOAs and has done some training for the local realtors association. Working with JeffCo to identify and map the road right of ways for mitigation and slash removal. Evacuation maps are available in the lobby and additional ones will be identified as needed. Great work by the community to build the document, find the funding, and begin the work.

Jeffcom Update:

- Cindy Haigler has been attending interviews, benefits and retirement planning selection meetings reviewing RFP submissions.
- Executive Director Jeff Streeter attended the Mtn. Chief's meeting on July 24th and the Dispatch staff meeting July 26th. Also a transition meeting at EFR to identify and address specific needs of the agency. Other agencies will hold these as well.
- A Service Level Agreement in draft form was distributed to the agencies for review. It was given to the Mtn. Fire Chief's and Asst. Chief Gilbert on July 24th.
- A revised Jeffcom budget is being developed to account for the transition happening in January rather than July, 2017. CRS has been hired as an accounting firm and they are drafting this budget revision.

AUGUST 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

BOARD COMMITTEE REPORTS:

Budget Committee: Director deDisse and Director Gregory

Personnel Committee: Director Anderson and Director Mosby

401a Pension Board: Director Gregory and Director Christensen

Audit Committee: Director deDisse and Director Christensen

Turnouts Auxiliary Committee: Director Gregory and deDisse – Chief Weege reported that the Turnouts have been participating in several events and will be at the Safety Day. They will be electing leadership and adopting by-laws at their upcoming meeting.

UNFINISHED BUSINESS: None

NEW BUSINESS:

- Spending Authorization 2017-018: \$11,510.00 – Electrical Efficiency Project: Director Gregory made a motion to approve Spending Authorization 2017-018; seconded by Director Mosby; motion carried.
- Spending Authorization 2017-019: \$11,641.88 – Station 2 and 4 EMS computers and network: Director Mosby made a motion to approve Spending Authorization 2017-019; seconded by Director Gregory; motion carried.
- Spending Authorization 2017-020: \$29,772.00 – Hydraulic Tools: Director Mosby made a motion to approve Spending Authorization 2017-020; seconded by Director Gregory, motion carried. Chief Weege thanked Dan Meller for his extensive work in researching the tools.
- Resolution 2017-0004: Adopting and Entering into the Trust Agreement for the Colorado Firefighters Heart and Cancer Benefits Trust – The cost of the program for us will be \$4,364

initially to fund this program based on the number of participants that meet the criteria of 10 years of fire service. Approval of the resolution will allow us to join the Trust. Director Mosby made a motion to adopt the resolution; seconded by Director Gregory; motion carried.

- Jeffcom Transition for benefits disbursement – The personnel committee met to discuss the options for disbursing accumulated sick time for the dispatchers when they leave EFR in 2018. Vacation time by state law will be paid out at the transition and the dispatchers will all be front loaded with PTO at their Jeffcom start date. While the policy of the department is not to pay sick time when employees depart, as sick time is owned by the district not the employee, it was decided to make a onetime exception for this special circumstance and to pay the sick time remaining for each dispatcher at 12/31/17 at 50%. Director Mosby noted that the agencies joining Jeffcom are determining their own policy for this to provide a paying out at various levels. This payout will be included in the 2018 budget preparation and the dispatchers will be notified of their balance as the date for the transition approaches.

BOARD MEMBER COMMENTS:

Director Anderson: Expressed his appreciation of Mr. Gottsman's points about taxation and that this does not fall on deaf ears. We spent a lot of time and effort to well inform ourselves before we asked the public to support the mill increase. He is proud of the organization and what we have done to be good stewards of the tax dollars received from the community. Ongoing issues collude to impact the increase in taxes such as the collision of TABOR and Gallagher and the negative impact this will have on revenue in the future. We have a 10 year financial plan but with tenuous current events and investments and the real estate bubble we are all fragile. Our mission is tied to money and resources. We use due diligence on behalf of the taxpayers to keep up the level of service that we provide while getting close to the red line and keeping the future of a growing community in mind. The icing on the cake was Brendan pointing out that this district trends to be under budget and careful with taxpayer dollars.

Director Gregory: Attended the active shooter exercise and was very impressed with the magnitude and organization of the event. It was great to see so many agencies represented and EFR did a great job. Special thanks to John Porter, Stacey Martin, Ed Mills, and the firefighters and medics that were there. God forbid we ever have a real event but feels better having our people on scene after a training like this.

Director Mosby: Second Mike's comments.

Director Christensen: Ditto Mike, a wonderland of different uniforms all functioning in a cohesive fashion. Watching the staging and the carefulness of response, the movement of the injured out. Outstanding job by John Porter in putting this together.

Director deDisse: not available to comment.

MEETING ADJOURNED: Director Mosby made a motion to adjourn the meeting; Director Gregory seconded; motion carried. The meeting adjourned at 7:25 pm.

NEXT MEETING DATES:

Volunteer Pension Board Meeting Tuesday, September 12, 2017 at 5:00 pm in Training Rooms A & B
Regular District Board Meeting Tuesday, September 12, 2017 at 5:30 pm in Training Rooms A & B

Respectively Submitted,
Carol Hucker
Recording Secretary