



## MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE EVERGREEN FIRE PROTECTION DISTRICT MAY 8, 2018

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The regular meeting of the Board of Directors of the Evergreen Fire Protection District was held on May 8, 2018 at the Administration/Training Building, 1802 Bergen Parkway, Evergreen, Colorado.

**MEETING CALLED TO ORDER** Director Christensen called the meeting to order at 5:32 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, Jeff deDisse, Mike Gregory.

**ALSO IN ATTENDANCE:** Dale Tolan, Dave Godaire, Erin Small, Bill Cronk, Frank Dearborn, Dave Montesi, Ed Mills, Chief Mike Weege, and Carol Hucker. Jeff Ashford, Drew Pyburn, Corinne Westeman joined the meeting in progress.

**APPROVAL OF AGENDA:** Director deDisse made a motion to accept and place on file the agenda; seconded by Director Mosby; motion carried.

**PUBLIC COMMENT:** None

### **APPROVAL OF MINUTES:**

- April 10, 2018 Board Meeting Minutes –Director deDisse made a motion to accept and place on file the April , 2018 minutes as presented; seconded by Director Gregory; motion carried.

### **PRESENTATIONS:**

- March 2018 Quarterly Financial Report – Brendan Campbell presented the First Quarter Financial Report. Not a lot to report in the first quarter for revenues and expenditures, at or above expected revenues, expenses trending on par with the budget. The audit is going well and will be presented in the coming months. There is an anomaly to discuss on page 6 of the financial report the cash receipts patient and Medicare lines for 2017-2018 are not as anticipated. This may be a result of the change in the way receipts are being reported from the new ambulance billing company. This is being investigated further at Pinnacle and at Quick Med Claims to determine if there is more Medicare reporting than previously. On page 7 the graph shows a huge jump in write-offs for Medicare. Again this is being investigated to see if the reporting needs to be altered to identify the source of this oddity. No other large ticket items or anomalies to place before the board. Dave Montesi commented that he is discussing with our rep at QMC to see if the billing is more aggressive than previously and if the number of patients billed to Medicare has increased dramatically. The board failed to approve the March Financial Report – it will be placed on the June agenda for approval.

### **DIVISION REPORTS:**

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

- Erin Small was introduced as our new accounting and admin assistant. She has taken on AP/AR and will assist Carol.
- Frank Dearborn was presented with a plaque and his service pins in recognition of 20 years of service at EFR. He is highly thought of in the community and the department.
- Paul Amundson is now on full time and has begun connecting with groups and the CWPIPS making presentations spreading the importance of mitigation.
- The CO Fallen Firefighters Memorial Ceremony was held May 5<sup>th</sup>.
- Congratulations Jillian Cardona for receiving the Colorado Risk Reduction Network Award for education program.
- The grant application for bi-directional amplifiers for the schools was submitted and results will be know May 14<sup>th</sup>.
- Gallagher and TABOR issues will not resolved in the current legislative session. Some districts have placed a de-Gallagher amendment on their ballots for their voters which would allow them to

raise their mill levy to offset the losses. The next tax assessment will be at the end of 2019. It is hoped that a stay can be put in place to temporarily address the concerns while a solution is sought. EFR saw an increase in residential assessments but other districts did not and if the Gallagher is enforced at the next assessment then it will substantially impact budgets.

**Fire Operations:**

- Academy Update – Graduation June 2<sup>nd</sup>
- Wildland Fires and Sawyer training – a few small brush fire, 13 just completed sawyer refresher.
- Officers working on SOG reviews and updates
- 24 hour and 48 hour crewing
- Meeting with firefighters to identify unmet needs or concerns.
- Recruiting deadline extended to May 15
- Acquired structure training will be moved to a live burn training at Station 2 while concerns over the safety of the structure are addressed for asbestos testing.
- Retired reserves will become more organized and coordinated.

**Fire Prevention:**

- Last day of school May 24-25. Summer programs at Outdoor Lab and churches
- Tennis Center property owners held a community meeting. They are applying for rezoning to allow a 3 story building with tennis courts on 1<sup>st</sup> floor, condo/townhomes on 2<sup>nd</sup>, and a 3<sup>rd</sup> floor restaurant. Two areas would have duplex homes for 22 units. We require a secondary access/egress point.
- Emergency Reporting for fire inspections coming along well. Roger Parker continues assisting with inspections and training Frank on using ER.

**Emergency Medical Services:**

- Shift Supervisor appointment – John Lock
- Community Paramedic visits – 11 visits so far. Biggest comment is that “I can’t believe you guys care that much.” The referrals and the quick intervention will be huge. Thank you Dale Tolan for assisting on a few of these and for taking the time to identify other items of concern. During a recent call while Annie talked with the client Dale performed a quick home inspection and noticed the heating system was venting into the house creating a potential CO danger.
- CPR numbers to date are 250 students.
- OT First quarter 51% part time / 49% full time coverage of open shifts.

**Maintenance Division:**

- The recent staff vehicle purchased is being fitted with audio/visual, graphics and mobile radio. Minor body work will be completed.
- The pump failed on brush # 6 (4041) most likely due to dry operation. Parts are ordered and the unit will be restored upon arrival.
- Admin HVAC unit RTU #4 has been repaired again. An engineer is analyzing existing/ designing a replacement system.
- The hydraulic suspension on the new Dodge ambulance is being monitoring for performance. We may incorporate this same suspension on our second Dodge in the future depending on the outcome. Initially it has proven to be reliable and provides a much smoother ride for the patient.

**Strategic Planning Implementation:** (Quarterly) No Report

**Jeffcom Update:**

- Monthly reports will begin at the Jeffcom Board meetings on compliance with standards. Data will also be shared with the agencies for extracting specific information.

**MAY BOARD MEETING TOPICS:**

Topic	Initiated	Scheduled/ Completed	Recommendations / Actions
Audit & 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

Director deDisse requested that the Budget Committee and Audit Committee be combined. The directors agreed. This will now be the Audit and Budget Committee moving forward. A meeting will be scheduled in June to review the audit prior to its presentation to the board.

**BOARD COMMITTEE REPORTS:**

Audit and Budget Committee: Director deDisse and Director Gregory

Personnel Committee: Director Anderson and Director Mosby

401a Pension Board: Director deDisse

Turnouts Auxiliary Committee: Director Gregory and Director deDisse

Property Committee: Director Gregory and Director deDisse

**UNFINISHED BUSINESS:**

- Pension Plan Amendment – Director deDisse made a motion to approve the amendment to the Volunteer Pension Plan Exhibit A to provide pension credit to the academy probationary members. Seconded by Director Gregory; motion carried.
- 2017 Pension Credit Report Status – Director deDisse made a motion to approve the 2017 Pension Credit Report as it was presented on March 13, 2018 to the board with the probationary members included; seconded by Director Gregory; motion carried.

**NEW BUSINESS:**

- Spending Authorization 2018-004: Holmatro Combi-Tool \$13,495.00 – This is a battery operated replacement tool. It is a spreader and cutter. Director deDisse made a motion to approve Spending Authorization 2018-004; seconded by Director Gregory; motion carried.
- Medicare Renewal forms – Dave Montesi explained that we are revalidating our Medicare billing (every 5 years). The board of directors are being asked to complete the form presented to them. Our revalidation is in June. Once these forms are completed along with Chief Weege and Dave will sign them and Dave will submit.

**BOARD MEMBER COMMENTS:**

Director Gregory: Congratulations Frank for 20 years, congratulations Jillian for the award from Colorado Risk Reduction Program, good thoughts for the Anderson family wishing them healing and wellness.

Director Mosby: Ditto that and hopes everyone in the district did their due diligence and voted today.

Director deDisse: Frank, 20 years wonderful help and support with fire, EMS, and the community. Hope you continue to give your support and your love of the community. Greatly appreciate your 20 years. Thank you Volunteer Pension Board, EVFD Board, and District Board for getting to this conclusion with a lot of hard work and time put in to it.

Director Christensen: Echo what Jeff said, Frank you are a central strong point on the organization. Thank you. John Lock congratulations. Applaud the effort for the repeaters in the schools project to make them safer. CPR for 250 is spectacular one of the things that add value to the department.

**MEETING ADJOURNED:** Director deDisse made a motion to adjourn the meeting; Director Mosby seconded; motion carried. The meeting adjourned at 6:32 pm.

**NEXT MEETING DATES:**

Regular District Board Meeting on Tuesday, June 12, 2018 at 5:30 pm in Auditorium

Respectively Submitted,  
Carol Hucker  
Recording Secretary