



MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE EVERGREEN FIRE PROTECTION DISTRICT NOVEMBER 13, 2018

The regular meeting of the Board of Directors of the Evergreen Fire Protection District was held on November 13, 2018 at the Administration/Training Building, 1802 Bergen Parkway, Evergreen, Colorado.

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

ABSENT: Jeff deDisse

ALSO IN ATTENDANCE: Kevin Evens, Connell O'Brien, Dave Montesi, Jim King, Brendan Campbell, Chief Mike Weege and Carol Hucker.

APPROVAL OF AGENDA: Director Christensen made a motion to approve the agenda; seconded by Director Gregory; motion carried.

PUBLIC HEARING: Director Mosby made a motion to enter public hearing regarding the 2019 Budget. Director Christensen seconded; the motion carried. There being no one present who wished to comment on the 2019 Budget Director Christensen made a motion to close the public hearing; seconded by Director Mosby; motion carried.

PUBLIC COMMENT: None

APPROVAL OF MINUTES:

- October 9, 2018 EFPD Regular Meeting Minutes: Director Mosby made a motion to approve the minutes; seconded by Director Christensen; motion carried.

PRESENTATIONS:

- 3rd Quarter / September 2018 Financial Report: Brendan Campbell presented the report for the 3rd quarter. He noted that the expenditures are trending where expected for 9 months with about 25% of the budget still available. Some line items are trending above or below budget but this is to be expected. Expenses have been monitored well. For revenue we should finish the year with higher revenue than anticipated sure to specific ownership tax being higher than budgeted. EMS revenue is also trending higher than budgeted. Investment income is higher than expected. This is a reflection of the decision to review and alter out investments a year ago. Director Christensen requested a trend line be included in the graphs. Director Anderson asked about the graph for EMS collections. This was explained as the difference in the reporting of the new ambulance billing service versus the previous in house process tracking. It was discussed if the graph needs to be changed to be more comparable. It may be more effective to move away from the detail that was previously tracked. Director Mosby made a motion to approve the September 2018 Financial Report; seconded by Director Christensen; motion carried.
- 2019 Budget Draft: Chief Weege presented the line item variations for increases and decreases by division and fielded questions from the board. This is largely due to the realignment of some personnel such as Training and Wildland positions being moved to the Prevention budget. We will also renew the 155 division for facility maintenance. Fire Ops budget will include wildland expenses for tools and equipment that were previously in the maintenance budget. We anticipate a large purchase for SCBA in the coming years so more money has been allocated to savings to plan for this. Director Anderson questioned the concept of requesting a mill levy abatement when the funds were part of an error in the JeffCo assessment for 2018. After lengthy discussion among the board members it was determined that the district will not pursue the abatement of the \$690,000 that was reported due to the JeffCo clerical error. Brendan noted that the mill levy will have to increase in 2019 with respect to the General Obligation Bonds and our debt service. We will borrow from the general fund in 2018 to satisfy our debt service obligations. Chief Weege continued his explanation of changes impacting each division's budget. The final 2019 Budget will be presented for approval on December 11, 2018 at the regularly scheduled board meeting.

DIVISION REPORTS:

Administration / HR / IT:

- Election was successful with the passage of issue 7A – Thank you retiree Pete Anderson and son John Anderson, Stacey Martin, and all of the sign wavers at the intersections.
- Annual Banquet – Thank you Turnouts for a great evening
- Christmas Tree Cutting and Party December 1st
- Handbook update will be presented in December

Fire Operations:

- Academy Update – Live burns completed, practical and written tests coming in December
- Call response on medicals
- Continuing SOG updates

Fire Prevention:

- Genesee and Foothills inspections have been completed
- Thank you Jillian, firefighters, and EMS for the Fire Prevention school visits
- Fire Code updates for adoption in December

Emergency Medical Services:

- Thank you Leadership Evergreen for breakfast at the staff meeting today
- Christmas with the Firefighters December 15th 10am - 2pm, pictures with Santa
- Jessica Jensen has accepted a position as a full time team member
- 3 cadets have applied for the EMR class starting in January
- CPR this week alone has 70 students
- Community Paramedic update: working with St. Anthony’s hospital to develop a training program which will be offered for rural EMS services in the plains and west of the Front Range corridor.
- STEMI – during the month of October EFR had the fastest emergency to cath lab time for St Anthony’s for the second time this year

Maintenance Division:

- Hotsy installation
- Side to side imbalance on the tender
- Researching connecting Station 4 to the new water system being installed at the new development.

Strategic Planning Implementation: (Quarterly) No report

Jeffcom Update: No report

NOVEMBER 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

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:

- None

NEW BUSINESS:

- Contract with The Adams Group for the 2018 Financial Audit: Chief Weege recommended continuing the audit arrangements with this group. Director Anderson questioned if it is the same person every year that conducts the audit. It was explained that Jim Rae has led the audit team for the last few years and that each year he has a different assistant. Discussion followed about

the need to periodically change the primary auditor to make sure things are clean and accurate. The board directed Chief Weege to proceed with signing the agreement for the 2018 Audit.

BOARD MEMBER COMMENTS:

Director Mosby: Thank the citizens for helping us with keeping our funding the way it was intended in 2016 through the passage of 7A. Also his heart goes out those effected and involved with the California wildfires.

Director Gregory: Repeated the prayers for California burning at 80 football fields per minute. Thoughts and prayers to the people fighting those fires. Thank you Chief Evens for updating SOGs. And congratulations EMS on the Stemi case.

Director Christensen: Ditto for the firefighters and residents of California. Also great STEMI. Becoming the focal for training community paramedics, bankers for radio systems, water rescue team supporting other departments, time and again the department shows excellence in leadership and he is proud of it. Would like to see 1 in 5 people in every store that know CPR.

Director Anderson: Thank you budget committee and division managers. Not easy or fun but you do a great job every year. Mr. deDisse and Mr. Gregory and all the moving parts that help get this done. Tremendously important. Chief Weege's article in the Canyon Courier about Leadership Evergreen, great article and opportunity for folks to participate in the program. The Smokey Bear signs are wonderful. The fire load here even without the winds we are not immune to wildfire. Conversations about the best way to effectively communicate with residents about evacuation routes and doing everything we can to support wildfire mitigation, suppression, evacuation and information. Thank you residents, family, friends, volunteers for passing the 7A measure. It will make a huge difference in our funding for the next decade.

MEETING ADJOURNED: Director Christensen made a motion to adjourn the meeting; Director Gregory seconded; motion carried. The meeting adjourned at 8:16 pm.

NEXT MEETING DATES:

Volunteer Pension Board Meeting on Tuesday, December 11, 2018 at 5:00 pm in Classroom A & B
Regular District Board Meeting on Tuesday, December 11, 2018 at 5:30 pm in Classroom A & B

Respectively Submitted,
Carol Hucker
Recording Secretary