



MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE EVERGREEN FIRE PROTECTION DISTRICT SEPTEMBER 12, 2017

The regular meeting of the Board of Directors of the Evergreen Fire Protection District was held on September 12, 2017 at the Administration/Training Building, 1802 Bergen Parkway, Evergreen, Colorado.

MEETING CALLED TO ORDER Director Christensen called the meeting to order at 5:33 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, John Anderson. Director deDisse attended by telephone.

ALSO IN ATTENDANCE: Pete Dunbar, Ken Squires, Frank Dearborn, Dave Montesi, Sal Christ, Jay Griggs, Brian LaFave, Bill Cronk, Chief Mike Weege, and Carol Hucker.

APPROVAL OF AGENDA: The agenda was accepted as presented.

PUBLIC COMMENT: None

APPROVAL OF MINUTES:

- August 8, 2017 Board Meeting Minutes - Director Christensen made a motion to approve the minutes as presented; seconded by Director Gregory; motion carried.

PRESENTATIONS:

- Evergreen Meadows HOA – Pete Dunbar the president of the HOA thanked the board for the assistance with the cost of legal review for the covenant change and a mailing to the owners as required. The document has been reviewed and a letter was sent to all HOA members to start the voting process for changing the covenant to allow the property to be changed to residential use. A vote of 2/3 of the 300+ HOA members is required to approve the change which would allow the district to sell the property at 7665 Malamute Drive. At present ¼ of the votes have been returned. Voting will end on October 19th. A vigorous email campaign explaining the intent of the proposal will be launched. It has been suggested that a share of the proceeds might be provided to the HOA. Chief Weege thanked Mr. Dunbar and his board for their assistance with this change.
- July 2017 Financial Report – We continue to trend below budget. The Tax valuations have been returned from both counties. Clear Creek has a 2% increase. Jefferson County has a 20.6% increase. These figures reflect the adjustment for the Gallagher /Tabor issue that was required. Director Christensen made a motion to approve the July 2017 financial report; seconded by Director Mosby; motion carried.

DIVISION REPORTS:

Administration / HR / IT:

- Thank you all who helped for a great Health and Safety Day
- Turnouts very active. They have delayed electing their officers until bylaws are completed.
- Annual Banquet October 14th at Hiwan Country Club.
- Compensation /benefits survey and analysis are underway in HR.
- Handbook revisions under review in HR
- Colorado Lighting installations completed at Station 2 campus.
- Solar Install waiting on permits. Delay was requested until after Safety Day.

Communications:

- Miner's Mesa UPS failure which required complete replacement. Cost is divided 4 ways. Battery short caused UPS failure and we will begin an annual testing for preventative maintenance.
- Orientation for 1 new full time and 2 part time dispatchers.
- 95% compliance for calls reviewed – 87% of all August calls have been reviewed
- 3 EFR employees selected as supervisors for Jeffcom. Excited to see these three selected.
- Genesee / Highland radio equipment installed and dispatching for them now.
- Interoperability channel project towers in Elk Creek completed soon and Lookout Mountain tower will be next. All radio and microwave equipment is staged and ready to install. Pushing for completion in October before snow.

Fire Operations:

- Wildland Weekend is September 23 & 24th at Director deDisse's ranch.

- Academy Update – have 9 members.
- New members – 13 were voted on from the last academy and a few more will be eligible when testing is completed.
- Reporting software has been chosen as Emergency Reporting. Bill Cronk is working with them on the cost and integration. Implementation is planned before January 1st.

Fire Prevention:

- Successful Health and Safety Day with many new participants this year. Extinguisher service is very popular and they will return again in April.
- Walmart grant was approved for \$2,500. With the funds from Safety day there will be \$4,600 in funding. Christmas with the Firefighters will be on Saturday, Dec.16th
- Genesee Chief Puffett gave a tour of their commercial buildings for prevention in preparation for the IGA to provide prevention services.
- Dan Hrouda recognized by Bonfils during Health & Safety for donating 1 gallon of blood.
- Dan Hrouda and Jillian Cardona will attend Life Safety Educators training Sept 15-18.

Emergency Medical Services:

- A response was received from the Heartsafe Foundation. We have been awarded a 5 heart rating, the highest ranking possible. Congratulations Dave Montesi, EPAD, and all CPR instructors for their work to get us to this level. The rating is based on AED placement. CPR instruction, Atrus tracking, cardiac saves, cardiac protocols and early recognition.
- We will be publishing for resumes to be accepted for PT Paramedics. We are at 7 and would like to have 10 available.
- Image Trend is up and running. Thank you Quatro, Rob and Tom for your hard work. In use for about 11 days. Optimistic this will be less maintenance to keep working. They customized the program to what we needed.
- 3-AEDs placed at Elk Run B&B Aug 25, Lariat Lodge Sept 13, and Eudamonia Sept 6.
- The 4th ambulance leaves for remount to a dodge chassis Sept 21st and will be gone for 2 months. We will put ALS stuff on UTI 192 for response. Should be returned in about 2 months.
- All district AEDs and monitors went through annual maintenance to prep for county inspections during October. We will strategically budget over multi years for replacement of the units.
- "Code Saver" awards to be issued at the next EVFD Business Meeting on September 25th. The board is invited to attend.
- Working on legal documents w/Collins Cockrel & Cole for Community Paramedic. Quite a bit of enthusiasm from county services. Implementation plan / phases / guidelines being developed with anticipated to begin at start of 2018.

Maintenance Division:

- Station 1 roof repairs completed.
- Station 4 paving, restroom remodel, HVAC repairs, appliance replacements completed.
- Three bids for 4k Tender were received and are under review.
- Radio room condenser cooling fan failed. System improvements being analyzed.
- One of 5 HVAC units on Admin failed ad is pending repair/replacement cost estimates.

Strategic Planning Implementation: (Quarterly)

Jeffcom Update:

- Jeff Streeter has been offered the permanent position of Executive Director.
- Letters of intent distributed to dispatchers in Oct.
- PUC surcharge is under review by Administrative Law Judge
- Executive Admin and HR resumes being reviewed
- CEBT was chosen as the health insurance provider
- Retirement package RFPs under review

OCTOBER 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 - A meeting will be scheduled between Sept. 22nd and Oct. 10th for the committee to review before the draft budget is presented to the board.

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

UNFINISHED BUSINESS: None

NEW BUSINESS:

- IGA Jefferson County Mountain Area Radio System Interlocal Agreement – informational. No action required at this time. It has been discussed who will be the fund holder for the fees associated with this IGA. The board expressed consensus that EFR may serve as the fund holder, collecting funds from the other participants and paying for maintenance of the equipment from the fund. The expense percentages are based on probability of use. The radio equipment that will remain at EFR to be housed for the other agencies will be covered for maintenance out of this fund.
- Jeffcom Service Level Agreement – informational. The board gave consensus to continue with this agreement and to bring it back later for final approval. Each agency will be asked to sign the Service Level Agreement.
- IGA and fee schedule for Fire Prevention Services to Genesee – Director deDisse made a motion to approve the IGA and fee schedule between Genesee and Evergreen Fire Departments for Fire Prevention Services; seconded by Director Christensen; Director Anderson commented that there is a 90 cancellation clause if it is determined the fee schedule is not adequate. Motion carried.

BOARD MEMBER COMMENTS:

Director Christensen: EMS and Frank blow him away taking on all the extra work.

Director Gregory: A busy month of events. Huge community events very successful. Thanks to everyone for their hard work and positive impact in the community. He is proud to be associated with this department.

Director deDisse: The volunteers, the staff for Safety Day and Big Chili brings a lot of community support to the department. Where we are going with community paramedicine is on the right track. Congratulations to the three new Jeffcom supervisors.

Director Mosby: Ditto Mike Gregory. Congratulations Dave Montesi for Heartsafe Community designation.

Director Anderson: Dave has the most significant news. Thank you to Dave and his family for 15 years of working toward this. To the staff behind the scenes in maintenance thank you for the hard work keeping the 8 stations and 54 apparatus maintained. Building remodels and updates, new tender specs, and more.

EXECUTIVE SESSION:

Director Mosby made a motion to enter into executive session per Colorado Statute 24-6-402(4)(a) for the purpose of discussion regarding the purchase, acquisition, lease, transfer or sale of any real, personal, or other property interest regarding the Evergreen Meadows property. Seconded by Director Christensen. The motion carried and the board entered Executive Session at 7:07 pm.

RETURN TO PUBLIC SESSION:

The board returned to public session at 7:28 pm. Director deDisse made a motion to offer the Evergreen Meadows HOA a 10% royalty for their work in helping us to clean up the covenant and sell the property at 7665 Malamute Drive. Director Mosby questioned that this should be net of expenses.

Director deDisse amended the motion to state that the district will pay the Evergreen Meadows HOA 10% net of costs if the covenant change is approved and the sale of the property at 7665 Malamute Drive can be attained. Mosby seconded the motion; motion carried.

MEETING ADJOURNED: Director deDisse made a motion to adjourn the meeting; Director Christensen seconded; motion carried. The meeting adjourned at 7:30 pm.

NEXT MEETING DATES:

401a Pension Board Meeting Tuesday, October 10, 2017 at 5:00 pm in Training Rooms A & B
Regular District Board Meeting Tuesday, October 10, 2017 at 5:30 pm in Training Rooms A & B

Respectively Submitted,
Carol Hucker
Recording Secretary