



MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE EVERGREEN FIRE PROTECTION DISTRICT AUGUST 9, 2016

The regular meeting of the Board of Directors of the Evergreen Fire Protection District was held on August 9, 2016 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: David Christensen, Mike Gregory, and Dr. Jim Mosby. Jeff deDisse and John Anderson attended via conference call.

ALSO IN ATTENDANCE: Connell O'Brien, Linda Glesne, Bob Walter, John Chapman, Frank Dearborn, Sal Christ, Doug Saba, Dan Hrouda, Bill Cronk, Chief Mike Weege, and Carol Hucker.

APPROVAL OF AGENDA: accepted as presented

PUBLIC COMMENT: None at this time.

APPROVAL OF MINUTES:

- July 12, 2016 Regular Meeting Minutes: Director Gregory made a motion to accept the minutes as presented; Director Mosby seconded; motion carried.

PRESENTATIONS:

- Linda Glesne of Collins Cockrel & Cole presented the changes to the SDA Board Member Manual that were made in 2016. The manual is a valuable tool and will answer about 90% of questions. Legislative changes were made for election provisions. Fees, rates and charges allows fire districts to charge an impact fee on new development for its impact on how fire and ems services are provided. The major change was the addition of a chapter addressing the Dissolution of a District. She also discussed the Election Resolution that has been prepared and the timing of IGA signatures. Kim Crawford of Butler Snow has been brought on board as bond counsel. Having Ms. Crawford vet the bond question in advance makes it a smoother process to support the potential issue of the bonds. Discussion ensued regarding the language of the election resolution and what is required by law. While the resolution may say 3.5 mill we are not obligated to collect the whole amount, the language in the resolution gives us the flexibility to collect the full amount or a lesser amount as needed. The board members will review the wording of the resolution and will get their comments to Chief Weege to coordinate any changes with Linda. Additional discussion regarding the bond rate was held and the likelihood of it changing between the election and the issuance of the bond. Chief Weege anticipates the bonds would be issued in 2017 while rates are still favorable. Linda noted that the resolution can state an assumed maximum rate. Linda will check on the bond rate with Allen Matlow of George K Baum to see if the maximum rate for the bond needs to be higher.
- June 2016 Financial Report/ Quarterly Report – Brendan Campbell of Pinnacle Consulting reported that the budget is trending where expected at approximately 45%. The line item contractual write offs are higher than anticipated but billing is also higher than was budgeted. It was expected to write off 44% and we are at 47%. Director Mosby made a motion to accept and place on file the June 2016 Financial Report; seconded by Director Gregory; motion carried.

DIVISION REPORTS:

Administration / HR / IT:

- Barb Dreyer, our Admin. Assistant, has accepted a position with another company. Barb did a great job for us and we wish her all the best.
- Thank you Marc Condojani, Cheryl Denbow and family, and the 2015 Academy for all the work on the Annual Picnic.
- Bob Walter is heading up the search for a High Plains replacement. Visits from software providers are being scheduled. Buy subscription now instead of buying the software itself and the subscription includes updates and support.

Communications:

- Critically testing and interviews for part time
- Go live for auto-aid scheduled for mid-August depending on training CAD(computer aided dispatch) issues
- Luz and Kellie certified to help Danae with the EMD QA/QI process.
- Impact of wage freeze on retention and overtime as we budget for next year.

Fire Operations:

- Wildfires are increasing. One small fire in our district and one in Clear Creek for auto-aid.
- Two brush trucks and one tender sent to Nederland on Cold Springs Fire.
- Firefighters and EMT's deployed to multiple fires in the neighboring states.
- Extrications in July with great firefighter turnout.
- Academy Orientation August 6th, first class is August 8th, 21 students

Fire Prevention:

- JeffCo Community Safety Day, August 13 9 am – 1 pm at the fairgrounds
- EFR Health and Safety Day, September 17th. Pancake breakfast 8 – 11 am; Safety events 10am – 2 pm at Station 2. Contact Doug to sign up to help.
- Schools start back August 17th/ 18th watch for kids crossing roads

Emergency Medical Services:

- Four part time paramedics have been hired to fill out the roster. Jodi Walzer has accepted a position in Oregon and we will be interviewing for her full time slot from our part timers.
- The replacement of the rms will be important for the future of ems to allow patient following and follow up, information sharing with the hospitals, and the ability to measure patient outcome for the appropriateness of our treatment.
- The conference in San Antonio emphasized tracking and adequate documentation of patient care. This is a qualitative value. A lot of things we are doing like CPR and fall prevention are considered as community paramedicine. It was also discussed that the contracts we develop with hospitals for ACO's need to have a business person involved not just the clinical representatives.
- Software has to be NIMSIS compliant by January 2018 and High Plains will not be meeting that deadline.

Maintenance Division:

- Roof Quotes for station 3 are being considered. This item was accelerated in our strategic plan due to rapid decomposition of the existing shingles.
- Frank is working with the land owner at the Bear Mt. cistern site to increase the foot print of the easement. We are concentrating on adding 30,000 gallons.
- The Bear Mt. transceiver site has been up fitted with a higher capacity cooling unit. The warmer weather has induced numerous high temperature alarms.

Safety / Community Education:

- Elevator training for Foothills Fire and Genesee Fire in September
- FF2 class to be held in November
- DFPC Proctor class August 15th
- Deployed firefighters getting positive feedback and reports from the fires they serve.
- Presentations to the HOAs and groups about the mill / bond proposal have been getting positive feedback.

Strategic Planning Implementation:

- Fire Prevention: Community Wildfire Protection and Implementation Plan (CWPIP) (See attached)

Regionalization:

- Interviewing legal firms and Accounting firms in August.
- Start-up date has been moved back to Jan. 1, 2018
- Meeting with JCECA 911 Authority was very productive and negotiation has started to identify funding support structure.
- Hiring process for an HR Manager and an IT Manager to begin.
- A design for the facility remodel has been identified and cost reductions on the design have been agreed upon. Contract with Architectural firm to begin work has been approved.

AUGUST BOARD MEETING TOPICS:

Topic	Initiated	Scheduled/ Completed	Recommendations / Actions
Energy Audit	April-14	Dec-16	Update on-going project
Budget Committee	Feb-16	Dec-16	Update quarterly with report by Pinnacle
Overtime Report	May-16	-	Update quarterly
Audit Committee	Apr-17	Jul-17	Directors deDisse and Christensen
Financial Health	Jan-16	Nov-16	

Energy Audit update: Director Christensen reported the project will be tabled until the end of the year. TABOR requires specific financial terms and we can't obligate future boards to terms of a lease.

BOARD COMMITTEE REPORTS:

Budget Committee: Director DeDisse and Director Christensen – Committee will be scheduled to review the budget at the end of September once the worksheets and draft budget are ready.

Personnel Committee: Director Anderson and Director Mosby

401a Pension Board: Director Gregory and Director Christensen

Construction Committee: Director Gregory and Director deDisse

Financial Health Committee: Director Christensen and Director Mosby

UNFINISHED BUSINESS:

- Financial Health – Chief Weege, Bob Walter, and Doug Saba have been speaking to groups and educating about our financial position. An Issues Committee was formed by Pete Anderson and other community members to advocate in the community in support of EFR.

NEW BUSINESS:

- Spending Authorization 2016-004: 20 Motorola Minitor Pagers, \$7,335.00. Director Gregory made a motion to approve the spending authorization; seconded by Director Mosby; motion carried.
- Special Board Meeting – it was agreed to schedule a special board meeting for Sunday, August 28th at 10 am for the purpose of considering approval of the election resolution and signing the IGAs for the November ballot.
- Auto-Aid and Dual Response IGA – will be brought to the board for approval in September.

BOARD MEMBER COMMENTS:

Director Gregory: The picnic was a great, thank you to everyone involved and especially to Marc Condojani, Cheryl Denbow and family. Pleased to hear there are 21 probes for academy – great recruiting.

Director Mosby: Requested that everyone involved at EFR educate their families, friends, and neighbors about the potential mill levy and bond question.

Director Anderson: Thank you for the opportunity to call in, thank you Dave for running the meeting. Shout out to Emmett Stinson of boys scout troop 888 for the phone interview for his citizenship in the community badge. They both learned a lot.

Director Christensen: Looming most are the EMS situation and wildland planning. They will take a lot of thinking and creation and energy with the potential to be great for the community. Looking for us to play an appropriate role in the community health system and in the safety of houses in the district. Great opportunity for us to show value.

Director deDisse: Wildland information is great and appreciates everyone's work on it. Everyone did a great job on the fire in his neighborhood.

MEETING ADJOURNED: Director Mosby made a motion to adjourn the meeting; Director Gregory seconded; motion carried. The meeting adjourned at 7:52 pm.

NEXT MEETING DATES:

Special EFPD Board Meeting Sunday, August 28, 2016 at 10:00 am in Training Rooms A & B

Volunteer Pension Board Meeting Tuesday, September 13, 2016 at 5:00 pm in Training Rooms A & B

Regular District Board Meeting Tuesday, September 13, 2016 at 5:30 pm in Training Rooms A & B

Respectively Submitted,

Carol Hucker

Recording Secretary

Fire Prevention's Strategic Plan-Wildfire Mitigation: Status as of 5 Aug 2016

Current CWPIP's

1. North Turkey Creek Area (Hazard Rating-High): Cub Creek Ranch, Evergreen Highlands, Timbers Estates, North Marschner, South Marschner.
 - a. Status: CWPIP ready to be signed. This CWPIP covers WUI's 23.
 - b. John is working with Evergreen Highlands HOA in writing a grant application for the Colorado Wildfire Risk Reduction Grant Application-Fuel Treatment Applications; due to CDNR August 8.
 - c. This group will be working with Jeffco Road & Bridge on 25 lots along Annapurna Drive in the Evergreen Highlands HOA, critical roadside mitigation. The group has to map out this area and bring the map to Jeffco to see if any part of the properties, along the roadside, are in the Right of Way (ROW) or road easement. If so Jeffco may help with the tree removal if time/personnel/equipment are available.

2. Floyd Hill CWPIP (Hazard Rating-Extreme):

- a. CWPIP was signed/approved in July 2010 and they have been a Fire Wise Community for the past 3 years. This CWPIP covers WUI 1.
- b. They have started up the group again to revise/update their CWPIP and conduct mitigation in the Recommended Priority Treat Zone 2-Saddleback Drive area listed in their CWPIP.
- c. Doug Saba has conducted a training class with some of the homeowners on how to mitigate their properties. June 2016



- d. Floyd Hill HOA had recently conducted a slash collection on 18 June and are planning on 2 more: Aug 13 at the upper Beaver Brook Canyon fire break and Aug 20 at a residence on Saddle Ridge Drive.
- e. The group is looking into applying for grants.

3. Echo Hills CWPIP (Hazard Rating-Extreme):

- a. CWPIP was signed/approved 3-7-2014. This CWPIP covers WUI's 5.
- b. Per Mary Millard, EHHA President, 1 Aug 16, Clear Creek County has selected a (as of 4 Aug 16, per Donna Cline) wildfire mitigation contractor to perform mitigation on 23 properties in the Echo Hills area. She will be presenting the contract to the Clear Creek County Commissioners for approval on 16 Aug 16. This will include shaded fuel breaks along all the roads in the subdivisions collectively called Echo Hills as well as slash removal. Many individuals are also working on wildfire mitigation and slash removal that are not part of the county project.

4. Upper Bear Creek CWPIP (Clear Creek and Jefferson Counties) Hazard Rating-(Extreme/High):

- a. CWPIP was signed/approved 6-28-2013. This CWPIP covers WUI's 8, 11, 12, and 29.

- b. Status per Robert Truscheit, 2 Aug 16. "We are in the final stages of completing our 2015-2016 plan implementation. We have scheduled a pilot program with Clear Creek County in defensible space clearing for about 20 homes in the Upper Yankee Creek area, and have received a matching grant for funding from Clear Creek County. The overall work amounts to about \$80,000 by contractors, including cutting, limbing, slash removal and firewood distribution. In addition there is a great deal of "in kind" work done by homeowners themselves. I will be completing the report of the work next month. We also have a great deal of work accomplished through the Colorado State Forest Service forest management plans."
5. Hiwan Hills (Hazard Rating-High) Hidden Village a Hiwan, Douglas Park, Timbervale, Hiwan Homestead Museum):
 - a. CWPIP is being reviewed by the group to go final. This CWPIP covers WUI's 9.
6. Evergreen Meadows (Hazard Rating-High) Station 3 area:
 - a. Is a new group that is being started up and John is working with them on a draft CWPIP after he finishes working the grant for Evergreen Highlands. The team leader, Pete Dunbar, and the original contact, Tupper Briggs, have acquired an additional four team members and the group will be meeting in late August to begin looking at the project and recommendations. This CWPIP covers WUI's 24 and 25.
7. Marshdale
 - a. Interest has been shown by one area resident, but work to acquire other team members has been slow. This CWPIP covers WUI's 17.

Future CWPIP's:

- a. Brook Forest Estates, Upper Cub Creek, Southwest of Station 8 area: (Hazard Rating-Extreme): This future CWPIP covers WUI's 20.
This area covers both Jeffco and Clear Creek counties.
- b. Buffalo Park Estates, Evergreen Hills, Northeast of Station #8: (Hazard Rating-Extreme). This future CWPIP covers WUI's 21.

Station 8, this year will have had two slash collection dates. May 28-29 and Sept 3-4.

Budget cost for CWPIP program: This year I had a \$5000 donation. I will need at least \$5000 for next year to continue updates to existing CWPIP's and start work on the future CWPIP's. I will try to get grants and donations to continue this program.