



MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE EVERGREEN FIRE PROTECTION DISTRICT JULY 12, 2016

The regular meeting of the Board of Directors of the Evergreen Fire Protection District was held on July 12, 2016 at the Administration/Training Building, 1802 Bergen Parkway, Evergreen, Colorado.

MEETING CALLED TO ORDER Director Anderson called the meeting to order at 5:31 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, John Anderson, and Dr. Jim Mosby.

DIRECTORS EXCUSED: Jeff deDisse

ALSO IN ATTENDANCE: Connell O'Brien, Billy Kraft, Jenny Jesmer, Bob Walter, Anne Skewes, Frank Dearborn, Sal Christ, Doug Saba, Mason Duncan, Dan Hrouda, Bill Cronk, Bob Gottsman, Chief Mike Weege, and Carol Hucker.

APPROVAL OF AGENDA: Director Christensen made a motion to accept the agenda as presented; Director Gregory seconded; motion carried.

PUBLIC COMMENT: None at this time.

APPROVAL OF MINUTES:

- June 14, 2016 Regular Meeting Minutes: Director Christensen made a motion to accept the minutes as presented; Director Mosby seconded; motion carried.

PRESENTATIONS:

- May 2016 Financial Report: Chief Weege discussed that the budget is very tight and everyone is working hard to watch expenses. The EMS contractual allowances are running high for this point in the year. The 2015 Financial Audit was filed with the state. Director Christensen made a motion to accept and place on file the May 20156 Financial Report; Director Mosby seconded; motion carried.
- Second Quarter Overtime Report: Bob Walter discussed that the EMS overtime expenses are still over budget due to an extended absence of a full time member and a reduction in the availability of part time staff for coverage. He has released 2 part time medics and will be interviewing July 27th to replenish the vacancies. Chief Weege noted that the overtime expenses for the Communications Division have been reduced as the section is now fully staffed with a full time crew and more part time team members are in training. The OT reports are not included in the packet as they contain salary specific information they are provided to the board members only.

DIVISION REPORTS:

Administration / HR / IT:

- High Plains Report Management System (RMS) replacement – huge project that will need us to be on a different system by 2018. Committee will be formed from each division to review alternate software.
- Annual Picnic is July 16, noon – 4:00

Communications:

- Welcome Bill Kraft, Communications Manager. Billy comes to us with 9 years as a firefighter in Elk Creek, worked as a medic, one of the founders of Pridemark Ambulance and most recently as the communications manager for Pridemark/ Rural Metro/ AMR through their merger for Denver. Goals for 1st year is to decrease OT and increase part time dispatchers for coverage.
- Draft IGA for expanded auto-aid and dual response.
- Quality Assurance program is now fully underway and includes evaluations of initial phone calls, emergency medical dispatching and radio communications.
- 911 phone outage due to a CenturyLink failure lasted about 4 hours.

Fire Operations:

- Eight new firefighters
- 21 selected to the 2016-2017 academy class

- Officer promotion Captain Cronk and 4 new Lt's Emrich, Meller, Jeffries, and Walowitz
- Three EMT's deployed and have returned from South Dakota. One deployed and returned from the Beaver Creek fire near Walden Colorado.

Fire Prevention:

- Upcoming: Reviewing 2007 project for 20 new homes behind Safeway
- Hands on extinguisher training at JeffCo Safety Day in August

Emergency Medical Services:

- We've been awarded our State grant for cot replacement, great job Tony
- Interviews will be held on July 27th for part time medic's (down 4), 3 – 4 month orientation process
- No word on the bill before the House on EMS Modernization Act
- Attending Pinnacle EMS Conference the week of July 17th in San Antonio dedicated to the changes EMS faces with EMS 3.0
- CSP track fee's

Maintenance Division:

- Roof quotes for station 3 are being considered.
- Enhancement to the existing water storage at Bear Mountain is being developed.
- Hose and ladder testing is complete for this season. The projects are approximately \$2,000.00 under budget.
- Pump testing is near complete for the year.
- Dispatch has experienced several leaks from the roof.

Safety / Community Education:

- A total of 3802.50 hours of training was obtained by the district firefighters, E.M.S. staff, Dispatchers, administrative staff from January 1st through July 1st. (see attached)
- 8 School projects for summer 2016
- Elevator Rescue Training –Foothills and EFR July 7th.
- Coverage of Inspections for Foothills Fire and EFR Schools
- Update on Strategic plan / Work with Prevention and Operations

Strategic Planning Implementation:

- Station 1 Committee progress

Regionalization:

- A second design proposal for the facility will be presented to the Governance Board that is more in line with the budget. Computer Aided Dispatching (CAD) also being re-evaluated.
- Submissions for the Request for Proposal (RFP) for legal and Accounting are in and will be reviewed.
- The Radio Committee has been meeting to work out connectivity and request quotes.
- Operations Committees have not been formed yet so the Mountain POD sub-committee has not been formed.
- A joint meeting between the Jefferson County Emergency Communications Authority (JCECA) Board and the JeffCom Board is scheduled for July 21 to discuss funding requirements from JCECA.

Public Comment: Mr. Gottsman arrived late and was offered an opportunity to make a public comment at this time. He attended the June Town Hall Meeting and thought it was well done, some information overload. His question was to Bob to explain how the funds for emergency medical services are collected. Also the 50% increase in the mill levy proposed even though property taxes have rebounded some recently. Director Anderson responded that we are not close to making the decision on how much of a mill levy will be requested and that this will include projections for rebounding property values. It was recommended that Mr. Gottsman spend some time with Bob Walter to have answers to his specific questions about funding of EMS services. Mr. Gottsman reiterated that he supports the fire department and just wants to understand the need for the mill increase fully and make sure the community knows the purpose behind what the district is trying to accomplish. Interacting with the public is valuable.

JULY BOARD MEETING TOPICS:

Topic	Initiated	Scheduled/ Completed	Recommendations / Actions
Energy Audit	April-14	Aug-16	Update on-going project

Budget Committee	Feb-16	Apr-16	Update quarterly with report by Pinnacle
Overtime Report	May-16	-	Update quarterly
Audit Committee	Apr-16	Jul-16	Directors deDisse and Christensen
Financial Health	Jan-16	Nov-16	

Energy Audit update: Director Christensen talked about the cost model if the solar installation is funded by an independent source, the efficiencies, and the anticipated costs associated with this type of a lease purchase compared to our current and future energy costs.

BOARD COMMITTEE REPORTS:

Budget Committee: Director DeDisse and Director Christensen
 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 proposed delaying the signing of the election resolution to later in August at a special board meeting to give the district additional time to get information to the public. Once the resolution is signed the district will be limited for what it can say to the public on behalf of the election content. We are still reaching out to the community groups to speak to as many as possible. Chief Weege and Bob Walter are making presentations to clubs, groups, HOA's and will hold a Town Hall meeting on July 28th. Potentially will have a 3rd Town Hall.

NEW BUSINESS:

- Communications Division – Mission Vision Values Statement – Jenny Jesmer presented a revised mission and value statement for their section that was created as a team building exercise. With so many new team members they feel this will improve team work and more accurately reflect their efforts on behalf. They request the board approve the adoption of this revision. Director Mosby made a motion to accept the revision to the Communications Mission and Values Statement; Director Christensen seconded; motion carried.
- 401a Pension Board Update: Director Christensen noted the returns are as expected based on history. Chief Weege noted that the 457 plan has been revised in the handbook to allow the part time staff to participate if they choose. It has no financial impact on the department and is a nice benefit for the part time employees.

BOARD MEMBER COMMENTS:

Director Mosby: Welcome Mr. Kraft to the family, you will be a valuable addition and we are happy you are here. Congratulations to new Captain Cronk and the 4 new lieutenants. Thank you Carol for helping with orientation to the board.

Director Gregory: Keep those affected by wildfires and those working the fire in your prayers.

Director Christensen: Mr. Kraft, Bob the cot grant and to Connell and the officers at breaking 100 volunteers we can see the light at the end of the tunnel. Would like to revisit the rental fee of the facility, Carol responded that only a few for profit groups have rented the building and the rest of the users have filed a 501 status with us to use the building free of charge.

Director Anderson: Welcome Billy. Commends the communications division on collaborating on a great mission statement an on narrowing the values down to these.

MEETING ADJOURNED: Director Christensen made a motion to adjourn the meeting; Director Gregory seconded; motion carried. The meeting adjourned at 7:07 pm.

NEXT MEETING DATES:

Regular District Board Meeting Tuesday, August 9, 2016 at 5:30 pm in Training Rooms A & B
 Respectively Submitted,
 Carol Hucker
 Recording Secretary