



MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE EVERGREEN FIRE PROTECTION DISTRICT JUNE 14, 2016

The regular meeting of the Board of Directors of the Evergreen Fire Protection District was held on June 14, 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, Jeff deDisse and Dr. Jim Mosby.

ALSO IN ATTENDANCE: Joy Glennon, Sal Christ, Pete Webb, Jim Rae, Terri McLaughlin, Doug Saba, Dave Godaire, Bob Walter, Chief Mike Weege, and Carol Hucker. Bob Gottsman joined the meeting at 6:28 pm.

APPROVAL OF AGENDA: Accepted as presented.

PUBLIC COMMENT: None

APPROVAL OF MINUTES:

- May 10, 2016 Regular Meeting Minutes: Director Christensen requested an amendment to the minutes to reflect that he asked the audience several times for suggestions of how we should be contacting the public to keep them informed/involved in our issues. Director Christensen made a motion to accept the minutes with the amendment stated; seconded by Director Gregory; motion carried.

PRESENTATIONS:

- Sue Silverthorne of F&W Insurance and the Colorado Emergency Services Association awarded a 2015 Member of the Year plaque to EFR. We receive a 4% discount for being part of CESA on our rates for workers compensation insurance. We also received our cost containment certification in January which gives us another 5% discount. Thank you Doug Saba and Laura Pratt for the work in achieving these discounts and Sue for her assistance.
- Doug Saba was presented a five year service pin with EFR. This is his 30th year in fire service.
- Pete Webb of Webb Strategic Communication was introduced and spoke about the steps for consumer education in the community about a potential mill levy and bond on the November ballot. He presented the board with a timeline for activities leading up to the election. They are working on a theme for signage, hoping for the 4A position on the ballot. He recommended an issues committee be formed that will take over getting the word out once the resolution is signed by the board in August to proceed with the election. Mr. Webb requested the board members review the materials prior to the town hall meeting and provide feedback to the Chief.
- 2015 Financial Audit: Jim Rae of Poysti & Adams, LLC and Amanda Castle of Pinnacle Consulting presented the audit. The District received a clean opinion which is the best that can be received, the numbers and disclosures are an accurate representation of fiscal year 2015. As a district we now are required to record the share of the pension liability or pension asset for the defined benefit plans of which we are members. The fund balance took a hit as it is underfunded on an actuarial basis. The liability is a little bit overstated and there are actuarial assumptions that indicate that the 7.5% we have is too low. Amanda indicated that some of the actuarial assumptions are based on averages to fund the life of the plan and that it indicates we should deposit \$200,000 each year to fund the plan. If you fund more than this it decreases the liability. We have deposited in excess of this but if the plan is experiencing losses then you have to increase the funding. Our plan has experienced losses in the last five years. Director deDisse pointed out that the actuarial assumes all volunteers will make it to full retirement at 20 years when we have very few that make it past 10 years. Jim noted the problem isn't because of the funding but rather the rate of the return on the fund. The FPPA actually has a surplus and is healthy. At present we are underfunded as a whole but that would be if everyone retired today.

The actuarial assumes 89% make it to retirement when in fact it is closer to 20%. This is why the actuarial is done every two years and we should see a decrease in the liability and the funding minimum with the actuarial in 2017. The statement of net position on page 1 shows general fund assets have increased. The district is healthy long term. Mr. Rae noted some pending government accounting standards that will be adopted. The district on page 19 had about \$300,000 more revenue than was budgeted with actual revenue at \$4,043,404. The new requirement to track the pension plans is shown on pages 21-23 and this will in the future begin to show more data as additional years are added. Director deDisse commented about the underfunded liability of the pension plan and that this was anticipated to be a concern since we are seeing it in a different format through the audit. Mr. Rae noted that all assumptions are estimates and subject to change. The allowance for bad debt was increased. It is recommended that a non-appropriation clause be added to prevent multi-year leases and remain compliant with TABOR. Director deDisse made a motion to accept as presented and place on file with no corrections the 2015 Financial Audit; seconded by Director Christensen; motion carried. Poysti & Adams will file the audit with the State.

- April 2016 Financial Report: Chief Weege presented that the budget is trending high due to advance payments made early in the year as expected. The budget is tight but is in line with where it should be. Director Christensen made a motion to accept and place on file the April 2016 Financial Report; Director deDisse seconded the motion; motion carried.

DIVISION REPORTS:

Administration / HR / IT:

- Retirements: Kristy(15) and Dale Tolan(17), Chris Johnson (10), Tali Montesi (19)
- Service Awards: Doug Saba 5 years
- Annual Report for 2014 and 2015 completed. Thank you to the Managers and Carol for getting this together.
- Managers are reviewing the proposed change to the performance review format.
- Doug spoke to Pathfinders group and I spoke to the EMERGE group about the proposed mill levy and bond for the November election. Scheduling talks with groups that use the Station 2 facility and working closely with the Public Relations firm and Pete Webb.
- Town Hall meetings scheduled for June 23 and July 28.

Communications:

- Kellie Wright and Caitlin Lydyard have been hired for the part time team and began training the week of June 8th. Kellie brings years of experience and Caitlin was one of our cadets in 2014. Of the 4 cadets that completed the program one is in med school, one has graduated from our fire academy, one has applied for the next academy, and Caitlin has completed her fire science and EMT training and plans to pursue a career as a paramedic/nurse with her college education.
- Congratulations Nelson Parrish for completing training. We are fully staffed again.
- William Kraft has accepted the position of Communications Manager.
- Response plans and Inter-Governmental Agreement nearly completed. Response plans are dynamic and can be revised. This will streamline the alarms and offer a dual response.
- Lightning strike to Bear Mountain tower caused damage to monitoring equipment. Fix being installed.
- Radio program work being scheduled with site surveys being completed. Request for Proposals being generated for radio equipment.
- Software upgrades for Motorola scheduled for 2017

Fire Operations:

- All 2015-2016 Academy students have passed hazmat and will be eligible to be voted on the department on June 27th
- Application period for next academy closed with 33 applicants, anticipate 20-24 students.
- Two firefighters have deployed to wildfires, Arizona and New Mexico fires now, California soon.
- Large area search and high rise training in June
- Swift water team ready to deploy as the creeks are rising. Clear Creek is high and have been called twice to assist. As the team continues to grow additional custom suits and gear will be needed. A spending authorization will be brought soon for additional helmets and throw bags.

Fire Prevention:

- Doug conducting Foothills Fire prevention inspections in June
- New Fire Alarm system for Ambary Gardens in Kittredge
- Tenant finish for a new business going into 32045 Castle Court.
- Fire Prevention has been invited again, for the 7th year, to teach hands on fire extinguisher training to the attendees of the Jeffco Community Safety Awareness Event, 13 August 2016 from 9 am to 1 pm, Jeffco Fairgrounds.

Emergency Medical Services:

- Health Fair was successful but will look at a weekend day for 2017. The 8 vendors appreciated the chance to participate. The blood drive for Children's Hospital was a big success.
- Community Para-medicine law was signed by the governor. We are working to find a source for instruction, two classes have been cancelled. Will look at a way to host it at EFR as a streaming site. We want to get ahead on this requirement.
- E.P.A.D. Golf Tournament successful. There are 70 AED's in the community and 64 are registered in Atrus with 90 non-fire people registered to the AED's. Bear Mountain and Floyd Hill residents have purchased and placed AED's for their neighborhood to access if needed.
- Overtime report – currently at 5% over budget due to worker injury. We fill with part time medics as much as possible to control overtime costs.
- Larry Ferree, 25 years with EFR in August; John Lock, 15 years with EFR in July

Maintenance Division:

- Bear Mountain Cistern waiting on property survey to size the tanks
- Station 1 excavation estimate at 730 cubic yards. Another construction committee meeting will be scheduled soon before the end of June.
- Soliciting quotes for roof replacement on Station 3 and will solicit for Station 2 also.
- Hose bed tarp restraint modifications have been completed
- Medic 9823 will be sent out for body work on June 6th
- Roof over dispatch has stopped leaking for now but will be evaluated this summer.

Safety / Community Education:

- No report

Strategic Planning Implementation:

- EMS Strategic Initiatives: Equipment replacements will be needed. New safety requirements in the future will dictate modifications to the ambulances which may require us to replace the box not just the chassis as we have been doing. We will need to consider smaller units for mobile integrated health vehicles. The life span of a heart monitors is about 10 years at \$45-50,000 each. It's important to have the same equipment in each ambulance for ease of use and this burdens the system by purchasing all at one time. There may be grants available to assist with this and other equipment. We have applied for \$60,000 grant to help with cot replacement and should hear back in late June. Also prams and the loading system for them. They now have video intubation devices that are partly disposable to make the cost of these less. We also have computers to replace. Equipment are the biggest strategic expenses. The private donation that was received this year will be placed toward the replacement of computers in the ambulances.

We also need to consider the EPAD program as Dave Montesi will one of these days decide to retire or step down and we should be prepared to fund this in the budget at about \$12-15,000 with a line item. The cost of the program is the AED unit, the batteries and pads which are replaced at no cost to the location of the unit, the software program that tracks the units, and the cost of providing CPR training. This creates value within the community as we move into the community integrated health. At present it is funded by the golf tournament.

The conference attended in Washington DC discussed how the changes in the health care system will occur and the fact that EMS was not included in the Affordable Care Act originally. This is the 3rd time EMS has changed since it was started in the 1950's. As part of the conference they lobbied for four bills. One was to help veterans enter the EMS field after return from service, one for creating an EMS National Memorial, one for EMS administering narcotics and one was to determine how EMS gets paid in the future as currently it is based on transport only. The bills have not moved yet in the system. There was a mix of responses to the lobby efforts. Will continue to participate and educate himself on the necessity of change and how we will

accomplish/pay for it and this is why a mill levy is so important now. Health care costs are 12% of the GDP and are anticipated to go up to 20% in the very near future. Now it is an unfunded mandate that we have to figure out. An overview is that the core of EMS 3.0 will always be the 911 response but the other part we have to determine for our community is how we integrate with the other health services and how we expand our service. The chain of survival in CPR starts with the caller and the first link in the chain of EMS 3.0 is the caller intake. This will mean that someone in the call center has to be able to quickly decipher if the call is urgent, emergent, or can wait and send the call the proper direction. We won't be able to send an ambulance to every call that comes in as it will not represent value and quality of service. EMS will be paid based on patient satisfaction, the value we bring, and the quality of the care. How this will be measured is being discussed. Patient satisfaction will need people to fill out surveys but value and quality will affect who we hire and the level of training required, the need for staff that understands the changing role of EMS, as well as tracking and measurements. Some areas where we can assist will be post discharge follow-up, chronic disease management, and support of hospice or senior care; pharmacies, urgent care, alternative modes of transportation and destinations, and prevention classes in fall education and others. The whole concept and process are changing rapidly. There will need to be quick response assessments to determine if an ambulance or transport are needed. The difficulty is there isn't a national structure to follow, it will be based on the needs of the community. A big need Evergreen has is care after 5 pm when the doctors and urgent cares are closed. We need to begin talking with them and with hospitals about how we help them prevent readmissions. This will have to be contractual unless a law is passed that will allow us to bill for the services we provide. The role we need to play will be a mobile integrated health response as we have the equipment and the staff to do this in conjunction with the providers and the patients. Community paramedicine should help prepare us for simple things like suturing, or tube replacement, in home dialysis, and other things of benefit. Mr. Gottsman commented that the goal is better health care for lower cost as fee for service goes away in 2018. Director deDisse asked that the board be kept informed as Bob finds out more at each conference he attends to help us be prepared. He offered to make a contact to find out the status of the bills before the house that affect us. We will need to prepare for accreditation as reimbursement will get tied to this for state and federal. It is time consuming and not inexpensive.

Regionalization:

- IGA signed by all agencies and Jeffcom an official entity, election of officers at the next meeting, meetings are public and will be posted and minutes taken.
- Service User Agreements and costs have been determined. Executive Director to meet with each mountain agency. The fees will be per call and law is different than fire. Anticipated at \$43/call.
- Facility has to be reviewed for certification by law enforcement as well as NFPA and others.
- HR Committee taking a break. Policy Committee working on a handbook draft.
- Radio Committee for now Chief will attend these. Mr. Kraft will transition into the committees eventually but his focus at first needs to be on our center.

JUNE BOARD MEETING TOPICS:

Topic	Initiated	Scheduled/ Completed	Recommendations / Actions
Energy Audit	April-14	Jun-16	Update on-going project
Budget Committee	Feb-16	Apr-16	Update quarterly with Financial report from Pinnacle
Overtime Report	May-16	-	Update quarterly
Audit Committee	Apr-16	Jul-16	Directors deDisse and Christensen
Financial Health	Jan-16	Nov-16	
Officers for the EFPD Board	May-16	May-18	Elected every two years

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:

- Energy Proposals: Director Christensen noted that the more realistic current number is 170kw PV and they are reviewing TABOR compliance questions under lease purchase because it prohibits multiyear leases. Energy efficiency will be most impacted by HVAC efficiency and this will require analysis and an expenditure. Hope to have a clear proposal for the July meeting.
- Financial Health: discussed previously in the meeting under presentations by Mr. Webb

NEW BUSINESS:

- Spending Authorization 2016-003: Turn-Out Gear \$18,240.00; Director deDisse moved to approve the Spending Authorization; seconded by Director Gregory; motion carried.
- 457 Plan: It was brought up if the part time staff could participate in the 457 plan and determined that this is allowable under the plan documents and will require a handbook revision to start the process. It has no impact on the finances of the department.

BOARD MEMBER COMMENTS:

Director Mosby: no comment

Director deDisse: Thank you John Putt for your active shooter and after action reviews in dispatch. Thank you Bob for bringing up the EPAD discussion for how this will continue if Dave Montesi steps away. Thank you everyone who helped to make the golf tournament a success.

Director Christensen: Thank you Bob for being involved in the prediction of the medical changes in our community and how this helps us assure quality of care and the financial impact. Forewarned is forearmed.

Director Gregory: Thank you Dale and Kristy Tolan, Tali, and Chris. Served with all four and they will be missed.

Director Anderson: Congratulations Doug on your many years of service here and in the city. We are lucky to have you. Bob thank you for staying on top of EMS and keeping us in the front in these significant changes, wonderful job. It's good to be a leader. The Pinnacol award is a wonderful thing as no one is getting hurt and the cost savings reflect our safety efforts and good management. Thank you volunteers for your membership drive yielding wonderful results and the commitment to increase the class size assuring the size of the department meets or exceeds the needs of the community.

MEETING ADJOURNED: Director deDisse made a motion to adjourn the meeting; seconded by Director Mosby; motion carried. The meeting adjourned at 8:05 pm.

NEXT MEETING DATES:

401a Pension Board Meeting Tuesday, July 12, 2016 at 5:00 pm in Training Rooms A & B
Regular District Board Meeting Tuesday, July 12, 2016 at 5:30 pm in Training Rooms A & B
Respectively Submitted,
Carol Hucker
Recording Secretary