



MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE EVERGREEN FIRE PROTECTION DISTRICT APRIL 14, 2020

Due to COVID-19 the regular meeting of the Board of Directors of the Evergreen Fire Protection District was held on April 14, 2020 by means of a virtual conference.

MEETING CALLED TO ORDER: Director Anderson called the meeting to order at 5:39 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, David Christensen, Mike Gregory, Jim Mosby, and Jeff deDisse

ALSO IN ATTENDANCE: Bill Cronk, Brad Richards, Dave Montesi, Mason Duncan, Deb Hurley Brobst, Nate Walowitz, Wayne Shephard, Jeff Ashford, Kyle Koceimba-Benson, Mike Weege, and Carol Hucker.

APPROVAL OF AGENDA: Director deDisse made a motion for approval of the agenda with the addition of New Business to discuss the CARES Act and 2019 Forfeitures; seconded by Director Mosby; motion carried.

PUBLIC COMMENT: None

APPROVAL OF MINUTES:

- March 10, 2020 EFPD Regular Meeting Minutes: Director Mosby made a motion to approve the minutes; seconded by Director Christensen; motion carried.
- March 24, 2020 EFPD Special Meeting Minutes: Director deDisse made a motion to approve the minutes; seconded by Director Christensen; motion carried.

PRESENTATIONS:

- February 2020 Financial Report: Chief Weege explained that the 2019 Financial Audit fieldwork has been concluded and we are waiting on the draft report. Investments have been moved by Pinnacle in the amount of \$1.8 million from COLO Trust Prime to COLO Trust Plus which is a more secure investment. At this time, it was chosen to pursue security over yield. Director deDisse made a motion to accept the February Financial Report as presented; seconded by Director Christensen; motion carried.

DIVISION REPORTS:

Administration / HR / IT:

- COVID-19 resource and status update – There are meetings happening several times per week. The mountain chiefs are virtually meeting twice weekly to check in on each other, make sure there is enough PPE and staffing. There is a JeffCo Sheriffs meeting twice a week that includes the law enforcement and fire agencies in the county, JeffCo Public Health and others giving updates on what the 4 task forces are doing. Testing sites have been slow to come but now there are more available. JeffCo Public Health is putting out a weekly report and JeffCo Operations Center updates twice daily. Jeffcom sends a daily report. Clear Creek County OEM and IMT is putting out a report weekly. A lot of activity and all of the agencies working well together to try to get through this.
- 2019 audit being done remotely. Waiting on the draft report.

Fire Operations:

- Temporary fire driver program to limit COVID exposure to the firefighters and department filled through April 24th.
- Have transitioned to online training where possible to increase social distancing. A few small DE trainings with only 2 or 3 people.

- Added an additional officer to communicate and engage our Retired Reserves. Congratulations Lt. Dale Tolan.

Fire Prevention:

Fire and Life Safety Educators, Risk Reduction:

- Rachel and Jim working in the office keeping up with plan reviews and CRR projects.
- Case by case permit inspections with some done through virtual medium.
- All commercial fire/life safety inspections suspending pending review the end of April

Wildland:

- Working from home on training and projects
- Paul and Scott are conducting some virtual CWPIP meetings and working on funding projects.
- Fuels Module interviewing

EMS:

- Staffing of part time and return to full time from work comp
- Jeffcom and Protocol 36
- COVID-19 update from EMS – Testing has been hit and miss for 1st responders but is becoming more consistent through the Centura facilities. Our work comp facility, SCL, is offering testing also. Fortunately, we have not needed to have any of our staff tested. The convention center is being equipped to house 2000 beds beginning April 18th. This will assist the hospitals with surge capacity if they are able to step down before release. There will be 250 bed pods opened as needed with staffing from the states volunteer nursing coalition. Currently the state hospitals are at 40-50% of bed capacity. The projected peak is coming in the next couple of days however just in the Jeffcom region it has plateaued and slowed down, and the busiest day was back in March. An emergency operations center has opened in the South Metro district where they are hiring dispatchers and contracting private ambulance services to help with the surge of transitioning patients from hospitals to the convention center for step down if need be. The state has done a pretty good job of looking ahead and trying to find locations to put patients when the hospitals reach surge capacity. The old North St. Antony's hospital has some capacity for surge for more critical care patients. Denver Metro Protocols were changing pretty rapidly but have reached the level that we are comfortable using. Fortunately for EFR we haven't had more than 4 COVID calls in any one day. The most COVID calls we've had was 4 and that was the end of March. Over the last 30 days the average is closer to 1 ½ or 2 COVID calls per day. We've been very fortunate with our COVID volume. The protocols are dialed in and the medics are comfortable with them. The state just released a Crisis Standards of Care Act for EMS services. We were already doing the majority of what is in it. There is one additional component specific to cardiac arrest calls. Our physician advisor has not allowed us to adopt that one component. We continue to follow our current protocol for cardiac patients until our physician advisor directs otherwise. The community has been great to us and has been dropping off assorted kinds of masks we can use generally, to some quilted covers for the filters to help them last longer made by the Alpine Quilters that use the admin facility. PPE from the other mountain agencies is available and shared as needed. We are moderately well supplied currently with the PPE we have with more ordered supplies coming in. We have about 2 months supply at the current call volume of gowns and Tyvek suits. Another surge is expected to happen in the September/October time frame and will likely occur until a vaccine is developed. Hopefully it will not be as significant as what is being experienced now. Protocol 36 is the pandemic for the region. We are currently at level 0. There are certain triggers that give indications for moving up and those decisions come from hospital bed availability and ER availability with hospital and EMS surges. The decision to move up comes from representatives of several groups not one individual. Level 0 is surveillance only. Level 1 is screening Alpha level calls or the less significant lower triage level such as a referral or sending our community paramedics to the Alpha level calls instead of the ambulance. Level 2 calls are a moderate triage level all the way up to Charlie level calls with relatively the state or system becoming maxed out such that we can't send an ambulance to these calls. Level 3 is high triage where we are referring Charlie level cases and reducing our responses to Delta level calls. This sounds very unusual, but those cases only happen when the system is extremely burdened. With our opportunity to have fire drivers now this is invaluable for us to be able to keep four ambulances in service. We aren't even close to seeing that happen yet. The good news is that since this pandemic started people don't want to go to the hospital. Our routine calls

we usually run have gone by the wayside. We still have the occasional chest pain, stroke, etc. calls but the other calls have dropped off. We will continue to be busy staying on top of everything.

- First Quarter Overtime – 62% of open shifts were picked up by part time staff

Maintenance Division:

Fleet

- Transmission failed on E-132. E137 differential went out.
- Contract pending with Flight for Life. In interim working for time and materials.
- Designing a replacement console for the ambulances with Dave for the new MDTs
- Chipper delivered to Station 3. Training as soon as allowable.

Facilities

- HVAC system review and report completed
- Hand sanitizer dispensers installed at facilities

Strategic Planning Implementation: No report.

APRIL 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
Bylaw / SOG Review	June-19	TBD	Update as needed

BOARD COMMITTEE REPORTS:

Audit and Budget Committee: Director deDisse and Director Gregory

Personnel Committee: Director Anderson and Director Mosby

401a Pension Board: Director deDisse

Property Committee: Director Gregory and Director deDisse

Wildland Committee: Director Anderson and Director Mosby

Strategic Planning Committee: Director Christensen and Director Mosby

MOA Committee: Directors Gregory and deDisse, Mike Weege, Scott Cole, Wayne Shephard

Unfinished Business

- Memorandum of Agreement EFPD and EVFD – The meetings are continuing virtually. The MOA, bylaws, and SOGs are all being worked on together. Scott Cole, Cindy Haigler and Chief Weege met to go over HR issues regarding coaching and disciplinary actions. Scott suggested some ways of incorporating parts of the bylaws. The next meeting is scheduled for Friday.
- Extension of Resolution 2020-0003 – Continuation of Declaration of Local Disaster Emergency – Director deDisse made a motion to approve the continuation of Resolution 2020-0003; seconded by Director Christensen; motion carried.
- Review of Volunteer Firefighter Shift Coverage - This program is effective in keeping the team healthy and minimizing the number of firefighters on medical calls, reducing the use of full PPE. Director deDisse made a motion to continue the program until the next board meeting on May 12th; seconded by Director Christensen; motion carried.
- EFPD Board Member Election Update – We have modified the election plans to one polling place at the Admin building and are working on ways to have curbside voting/ ballot drop off if the weather allows. We sent out a mailer encouraging voters to request an absentee ballot. Ballots must be requested by 5 pm on April 28th.

New Business

- 401a Pension Forfeiture Funds – The 2019 forfeitures for the 401a Pension was \$6,820.91. Director deDisse made a motion to apply the forfeitures for 2019 in the amount of \$6,820.91 to the 2020 plan expenses; seconded by Director Mosby; motion carried. The remaining \$10,00 in the account remains for plan expenses.
- CARES Act – The 401a provider ICMARC allows employees affected by COVID-19 to draw funds from their pension for relief. Dave Montesi explained the purpose of the act and how it might be

applied. Director deDisse made a motion to adopt the CARES Act in accordance with the 401a Pension Board; seconded by Director Christensen; motion carried.

- Spending Authorization 2020-008: Repair of retaining wall between Bergen Meadow Elementary School and Station 2 - \$13,385. Director deDisse made a motion to approve Spending Authorization 2020-008; seconded by Director Gregory; motion carried.
- Spending Authorization 2020-0009: Transmission Rebuild Engine 132 - \$13,902.09. Director Mosby made a motion to approve Spending Authorization 2020-009 for \$13,902.09; seconded by Director deDisse; motion carried.
- Spending Authorization 2020-0010: HVAC Parts and Labor - \$393,004.00. Director deDisse made a motion to approve Spending Authorization 2020-010 for \$393,004.00; seconded by Director Christensen; motion carried.
- Spending Authorization 2020-011: Rear Differential - \$11,643.18. Director Gregory made a motion to approve Spending Authorization 2020-011 for \$11,643.18; seconded by Director Christensen; motion carried.

BOARD MEMBER COMMENTS:

Director Christensen: Stay safe.

Director Mosby: Thank you Carol for the audio meeting. Chief for all of the work to keep all the personnel safe during this pandemic. Third thank you to all the 1st responders throughout the country for their heroic efforts in helping the populace during the horrible disease. His heart goes out to the medical personnel that have died because of the COVID-19. The last figure he saw was 23. Hopefully it doesn't climb anymore. Also, Mason for the second newsletter, it was outstanding with the graphics. Keep that up.

Director Gregory: Thank you staff and volunteers for this unprecedented pandemic. Please stay safe, follow protocols. Congratulations Dale Tolan for stepping up to Lt to engage the retirees to become reserve drivers. And a special thanks to Scott Cole for his work and leadership on the MOA committee.

Director deDisse: Dr. Mosby must have been reading what he was reading so he very much echo's his comments and Mikes. He greatly appreciates the effort to make sure we have the PPE, Dave and Staff, Mike and the firefighters to get us what we need for the next couple of months and for staying on top of it. Chief Weege acknowledged that Dave Montesi has taken the load in keeping up to speed on all of the changes that were happening daily. He and his staff have done an outstanding job making sure we have PPE and managing responses. The firefighters and their help with staffing is outstanding. It takes a team.

Director Anderson: Thank you all for joining us tonight through GoToMeeting platform and we will likely see each other again on this platform in a month. There is no doubt that strange, scary times, and a lot of hard work, ever changing policies and realities requires good leadership from all of our division chiefs and all of our staff to plan and monitor and rethink. Its hard work, it does not go unnoticed. You all are saving lives. He hopes to see all happy and healthy and around the fire house again.

NEXT MEETING DATES:

Regular District Board Meeting on Tuesday, May 12, 2020 at 5:30 pm in Classroom A & B

MEETING ADJOURNED: Director deDisse made a motion to adjourn the meeting; Director Gregory seconded; motion carried. The meeting adjourned at 6:34 pm.

Respectively Submitted,
Carol Hucker
Recording Secretary