



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

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

MEETING CALLED TO ORDER Director Anderson called the meeting to order at 5:45 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, Jeff deDisse.

ALSO IN ATTENDANCE: Connell O' Brien, Frank Dearborn, Dan Hrouda, Dave Montesi, Sal Christ, Chief Mike Weege, and Carol Hucker.

APPROVAL OF AGENDA: Director deDisse asked that the 401a Co-Fiduciary be removed from Unfinished Business as the 401a Board wants to consider this further. Director Christensen made a motion to approve the agenda as amended; seconded by Director Mosby; motion carried.

PUBLIC COMMENT: None

PUBLIC HEARING: Director deDisse made a motion to enter Public Hearing for the 2018 Fire Prevention Fee Schedule; seconded by Director Christensen; motion carried. Fire Marshal Dearborn explained that a demolition permit fee has been added and an increase in sprinkler/ fire alarm inspections. There were no public comments during the hearing. Director deDisse made a motion to close the Public Hearing; seconded by Director Christensen; motion carried.

APPROVAL OF MINUTES:

- November 14, 2017 Board Meeting Minutes – Director Mosby noted a correction under presentation by Adam Lewis to read that the fee for a co-fiduciary would be 0.02% not 2% as shown; Director deDisse made a motion to accept the minutes of the November 14th meeting as amended; seconded by Director Christensen; motion carried.
- November 30, 2017 Special Board Meeting Minutes – Director deDisse made a motion to accept the minutes of the November 30th Special Meeting as presented; seconded by Director Christensen; motion carried.

PRESENTATIONS:

- October 2017 Financial Report – Chief Weege reported that the district continues to be under budget and anticipates that this will continue through December even with some large expenditures still to be made. Since the budget was approved Pinnacle will handle the mill levy certification by Dec. 15th and the state filing of the budget by January 31st. Director Mosby made a motion to accept and place on file the October 2017 financial report; seconded by Director Christensen; motion carried. Chief Weege touched briefly on our investments in brokered CDs. He and Brendan recommend that we move funds in COLO Trust in to COLO Trust Plus for a better return. They also recommend an additional \$1 million that was placed in reserve in the budget should be moved to a 12 month CD for a greater return and \$3 million in to a 3 year CD. This will still keep \$3 million in strategic and apparatus replacement. The board supported the recommendations as presented.

DIVISION REPORTS:

Administration / HR / IT:

- Happy Holiday's!
- Handbook updates
- 2018 Election - Deadline for Self Nomination March 2nd, Election Day May 8th

- Remember Everyone Deployed (RED) T-shirts for Fridays – Thank you Annie Dorchak

Communications:

- Part Time offer letters from Jeffcom distributed
- November calls: 98.14% compliant on critical criteria call taking; 98.63% compliant on complaint based criteria call taking. Calls 357, reviewed 242.

Fire Operations:

- Academy Update Firefighter 1 practical completed.
- New extrication tools - battery powered easier and more flexible for use.
- Alarm SOG to simplify and expedite resources to calls
- Stacey Martin was awarded PIO of the year by ESPIOC for volunteer agencies
- In November the business meeting recognized those who have served in the military with new service pins for their uniforms. Thank you Ed Mills for coordinating this.

Fire Prevention:

- Christmas with the Firefighters Dec. 16 has 155 children identified to assist.
- Skate the Lake still a go
- Jan. 1 start Genesee inspections
- Construction of a Fairfield Inn near El Rancho has been approved for 2018.

Emergency Medical Services:

- Grant Updates: Handtevy app and training approved, MCI Sleds approved, Night Lights for Community Paramedic approved.
- Community Paramedic Update – Vellman meeting, MOU
- Part Time Medics Alan Fijalkowski and Andrew Bradberry have been hired and are in training
- 2 AEDS to be placed in community for Cragmont HOA and get some CPR certifications
- EMS Billing Update – Quick Med will be billing by the end of the week. Medicaid billing will be delayed until paperwork gets approved. Thank you Annie for getting the reports loaded for them.

Maintenance Division:

- Extractors in place 2 at Station 2 and 1 at Station 1 now in use.
- Ambulance Remount will be returning to EFR approx. Dec. 20th

Strategic Planning Implementation: (Quarterly) No Report

Administration:

- Seeking alternative funding sources through grants
- Compensation and benefits analysis every 3 years (2020 will be next review)
- Marshdale property – Still trying to obtain the necessary approval.
- ISO updates – delayed response as they are behind so hope to hear early 2018. Hydro-modeling of hydrants, auto-aid agreements, and transition to Jeffcom will make some changes in our rating. We will submit periodic updates every 5 years.
- Maintain computer software/hardware and keep pace with tech. changes
- New servers, MDT's, investigating new TriTech program for responders, standardized ID software, Atrus tied to dispatch, Image Trend, Emergency Reporting, supporting the needs of the volunteers (Wildland Coordinator)

Jeffcom Update:

- Final 2018 budget for Jeffcom approved. EFR contribution is \$518, 715.
- JCECA contribution increased from \$4.1M to \$6.5M with an additional \$932,976 for completing the build out in 2018. Total budget \$16,674,251
- As of Jan. 1, 2018, dispatchers will stay on our 12 hour shift schedule and will continue to follow EFR SOG's for operations, but personnel issues will be Jeffcom's.
- Members Service Level Agreement is near completion, with an Exhibit for agency specific requirements.

DECEMBER 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

Personnel Committee: Director Anderson and Director Mosby

401a Pension Board: Director deDisse

Audit Committee: Director deDisse and Director Christensen

Turnouts Auxiliary Committee: Director Gregory and Director deDisse

Property Committee: Director Gregory and Director deDisse

UNFINISHED BUSINESS: None

NEW BUSINESS:

- Second Amendment to the 2013 Restatement of the Pension Plan – increasing the contribution from 7.5% to 8%: Director deDisse made a motion to approve the Second Amendment to the 2013 Restatement of the pension plan; seconded by Director Mosby; Director Anderson pointed out that this was brought forward by the Personnel committee; motion carried.
- Jeffcom Transition: Director Anderson made the motion that the transition to JeffCom will result in a “partial termination”, resulting in the full termination of the communications group as of December 31, 2017. Section 5.3 of the 401a Pension Plan provides that, upon the termination or “partial termination” of the Plan, the accounts of all affected participants, as of the date the termination of partial termination occurs, will be fully vested. In the case of a loss of 9 employees out of 32, the transition would result in a partial termination, which would require full vesting. All employees in the communications group will be considered as fully vested in the 401a Pension Plan effective December 31, 2017 at the close of their employment with Evergreen Fire Rescue. Director Mosby seconded the motion; motion carried.
- Resolution 2017-0007: To Adopt the 2018 Fire Prevention Fee Schedule – Director deDisse made a motion to adopt Resolution 2017-0007; seconded by Director Mosby; Director deDisse asked for the future to make the changes in red so they are easily seen for review; motion carried.
- PTO Proposal: The personnel committee proposes to change from vacation / sick accrual to a PTO plan after completion of the compensation analysis for 2017. Chief Weege explained that the PTO policy will reduce from 8 categories of accrual to 3 for simplification. The PTO will be front loaded at the start of the year and the employee will take responsibility for managing the use of the time. The first year will allow for a greater amount of rollover at the end of 2018 and then will reduce in 2019 so that the employees have an opportunity to use time up over the first year of the new policy. There will be an extended leave bank that will be added to each year by the district for anyone who is below the cap on this bank. Employees can place time in this bank to be used for qualifying medical leave and may roll their existing sick leave into this bank. Anyone over the cap on the ELB will not have additional added until they fall below the cap. Director Anderson explained that the goal is to encourage people to use their vacation for their health instead of selling or rolling the time over. He requested that the PTO proposal be revised to say state Standard employees less than 40 and equal to or greater than 20 hours per week for part time personnel. Director deDisse asked for clarification of a few of the levels in relation to the financial liability on the district. Chief Weege explained that the liability will be reduced as the ability to sell back vacation and the amount of roll over are being reduced. Director Gregory made a motion to adopt the PTO proposal with the stated amendment; seconded by Director Christensen; motion carried.
- Spending Authorization 2017-024: First Quarter Jeffcom services payment - \$129,678.75: Director deDisse made a motion to approve Spending Authorization 2017-024; seconded by Director Christensen; motion carried.
- Spending Authorization 2017-025: Fabco Transfer Case - \$13,568.00: This is the rebuild to repair a damaged apparatus. Director deDisse made a motion to approve Spending Authorization 2017-025; seconded by Director Gregory; motion carried.

BOARD MEMBER COMMENTS:

Director Mosby: the fires in southern California gives him great pride in this organization and hopefully we never have an event like that but he feels confident that what we have will help protect our community. Hats off to the firefighters in California giving their all and to this department for the work they do.

Director Gregory: Merry Christmas, thank you Jay Griggs and volunteers for letting him play with the new extrication tools. It was a lot of fun and he thinks they will be a great addition to the fleet. Keep the victims and firefighters in CA in our prayers.

Director Christensen: Proud to be part of this organization. You guys do great work. Happy Seasons.

Director deDisse: Thank you everyone that put on the Christmas party at his house. It's a lot of work but the kids have a great time and it gets better and better every year. Happy New Year.

Director Anderson: Recognize the hard work that goes on here. The grants for Tony and Annie, Frank for supporting 155 kids this year is huge with 155 smiles for a week, Stacey Martins honor is fantastic, EMS and EPAD in the paper doing wonderful work. The Anderson family appreciated the tree they got at the deDisse ranch. The benefit analysis work this year, making things better and better. Chief as always you do a bang up job. He is happy to support all of the department.

MEETING ADJOURNED: Director deDisse made a motion to adjourn the meeting; Director Mosby seconded; motion carried. The meeting adjourned at 7:37 pm.

NEXT MEETING DATES:

401a Pension Board Meeting on Tuesday, January 9, 2018 at 5:00 pm in Training Rooms A & B

Regular District Board Meeting on Tuesday, January 9, 2018 at 5:30 pm in Training Rooms A & B

Respectively Submitted,
Carol Hucker
Recording Secretary