



MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE EVERGREEN FIRE PROTECTION DISTRICT JULY 10, 2018

The regular meeting of the Board of Directors of the Evergreen Fire Protection District was held on July 10, 2018 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: John Anderson, Jim Mosby, Dave Christensen, Jeff deDisse, Mike Gregory.

ALSO IN ATTENDANCE: Frank Dearborn, Corinne Westeman, Dave Montesi, Brendan Campbell, Jim Rae, Connell O'Brien, Chief Mike Weege and Carol Hucker. Greg Grotke joined the meeting at 6:10 pm.

APPROVAL OF AGENDA: Director deDisse made a motion to approve the agenda; seconded by Director Christensen; motion carried.

PUBLIC COMMENT: None

APPROVAL OF MINUTES:

- June 12, 2018 EFPD Regular Meeting Minutes: Director Gregory made a motion to accept the minutes as presented; seconded by Director Christensen; motion carried.

PRESENTATIONS:

- 2017 Financial Audit – Brendan Campbell of Pinnacle Consulting and Jim Rae of the Adams Group presented the 2017 Financial Audit for approval. The statement of net assets shows that assets are up about 2.2 million. Liabilities are up about \$60,000. Assignments to savings are shown including the addition of a Station 1 fund. Additional funds were deposited to Pension during the year above what are required by the fund. The income statement on page 2 shows a revenue increase but capital outlay was also up through short term investments in savings. On page 4 it shows there are \$831,474 in contractual allowances and uncollectible ambulance fees. On page 7 the district is unusual to report ambulance allowances under expenses and this would be better reported under revenue. This did not go over the expenditures in the budget. On pages 11-18 there are 3 pension plans. The liability for the volunteer pension plan is always off one year because of the cycle for actuarial review. There is an anticipated capital loss on page 18 due to the transfer of assets to Jeffcom at the end of December 2017. The general fund budget shows that revenue is about 10% above budgeted. Expenses were saved in capital outlay and personnel expenses. Debt service is as expected. The letter from the auditors states that there was no collusion between the accounting firm or the districts representatives. There were no new accounting policies adopted. All significant transactions were recorded in the proper period. The significant estimates are the actuarial assumptions, the useful life of equipment/apparatus assets, and the ambulance receivables. Some adjustments such as wildfire income from 2016 that was recorded in 2017 were noted. A recommendation was made for asset management software that will allow better tracking of fixed capital assets. Recommend continuing to look at quarterly reconciliations for liability. Director deDisse made a motion to approve the 2017 Audit draft as presented. Seconded by Director Christensen; motion carried. It will be filed with the state before the July 31st deadline and a formal copy will be provided to the district for its files. Thank you Mr. Rae and the audit committee for your work on our behalf.
- May 2018 Financial Report: Brendan Campbell noted the budgeted expenses are as anticipated for this point in the year and trending as expected. The color graph has been revised to make it faster to produce. Director Mosby questioned the higher expenses in the first part of the year, Chief Weege explained we have several annual expenses such as radio maintenance and insurance that are paid in the first part of the year and that this will balance out as the year progresses. Director deDisse made a motion to accept and place on file the May 2018 Financial Report; seconded by Director Christensen; motion carried.

DIVISION REPORTS:

Administration / HR / IT:

- EFR are working on exiting the Inter-Governmental Agreement with Clear Creek County, Gilpin County and the City of Blackhawk.
- Colorado Classic bike race through Evergreen August 18th working on coverage plans.
- Fire Marshal the position has been accepted. He will begin October 1st.
- Erin Small has left EFR, thank you Erin for your time at EFR
- Annual BBQ / Picnic July 21st noon to 4

Fire Operations:

- Wildland Training – portable pumps running water uphill. Thank you Jeff Genender and Drew Schneider for all of your work on this training.
- Swiftwater all day training – Thank you Drew Schneider
- Company training on new 1 ¾ preconnect attack line configuration – Thank you Will Ksander for bringing this training on minute man loads back from FDIC. Easier and quicker to deploy.
- Deployments – Paul went to the High Chateaux Fire. Jillian went to the Spring Fire as a PIO. An Engine went to the Lake Christine Fire with Walowitz, Amdur, McLaughlin, and Guajardo for structure protection.

Fire Prevention:

- Construction Project reviews, lots of commercial remodels, lots of new construction.
- Stage 2 Fire Ban in place.
- A lengthy discussion was held among those in attendance regarding how to provide information about fire danger to the community and how to increase awareness and preparedness. We have had multiple spot fires that have been quickly extinguished. Discussed were evacuation plans, how to spread information, what specific terms mean, and how conditions are determined, such as red flag.
- ISO presentation to show the changes that will be made effective September 1st lowering the ratings in several areas and recognizing the auto-aid agreements in place with the surrounding districts and several additional water locations. We will issue a press release in late August about the changes.

Emergency Medical Services:

- Stemi – EFR had a time of 52 minutes for a recent cardiac event. Well done Quatro and Mike!
- Community Paramedic – Annie making 2-3 visits per week to rave reviews. Getting more referrals and slowly growing its exposure. The goal is to provide clinical care and relationships with the local clinics and hospitals for follow up care.
- Medic Deployment one medic on his second deployment this summer.
- OT Report: 60/40 for coverage of open shifts by full time / part time staff.

Maintenance Division:

- Ladder and hose testing is complete and was less costly (\$9,200.00) than estimated.
- The Expedition body and paint work is complete. Waiting on graphics.
- The administrative HVAC system is being analyzed currently. Additional design is required followed by an installation RFQ. The initial estimate indicates project costs approximately \$300,000.00.
- The tender is well under way at the manufacturers. Please follow this link for pictures, www.ustanker.com/order/u5753/.

Strategic Planning Implementation: (Quarterly) No Report

Fire Bureau:

- Embracing technology where feasible and minimizing paper use. Examples: TV monitor added to upstairs meeting room for video conferencing, meeting agendas and handouts etc.; Emergency Reporting for fire ops and prevention; electronic drawing checks; evaluating software to link to Emergency Reporting for pre-plans. Researching new applications for pre-planning.

Jeffcom Update:

- Jeffcom Fire OPS meetings continue monthly. They were interviewing 20 when I was last down there, with 17 in training and a lot of cross training taking place.

JULY 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

BOARD COMMITTEE REPORTS:

Audit and Budget Committee: Director deDisse and Director Gregory

Personnel Committee: Director Anderson and Director Mosby

401a Pension Board: Director deDisse

Turnouts Auxiliary Committee: Director Gregory and Director deDisse

Property Committee: Director Gregory and Director deDisse

UNFINISHED BUSINESS:

- Fire Inspector – Chief Weege requested to hire a part time temporary fire inspector to assist with completing the 2018 inspections. A plan to hire an inspector that will be contracted to the surrounding districts for fire prevention services is being discussed by the mountain agencies. Chief Weege will continue to work with these agencies on an IGA and proposal and bring that back to the board for a future discussion. Director deDisse requested to know the hours and percentage of each agency toward the utilization of a shared inspector. Approval was granted to hire a part time inspector to assist us through the 2018 inspections.

NEW BUSINESS:

- Board Officer Elections: Director deDisse made a motion for the slate of officers to remain the same; seconded by Director Christensen; motion carried.
- 2018 November Ballot Question: The 2019 tax assessment is anticipated to be a 15% reduction to us as the Gallagher amendment reduces the residential tax assessment rate. This would be approximately a \$1 million reduction in revenue. If we table this until the 2019 elections then it becomes a TABOR question. Chief Weege requested to schedule a special board meeting for the district's attorney. Ms. Glesne, to be able to advise the board on this issue. Eight agencies have accomplished this in May 2018. Other agencies in the mountain region are also deciding if they will enter a ballot question in November. The board requested that a Special Meeting be scheduled for July 16th at 4:00 pm if Ms. Glesne is available at that time. If the district decides to proceed there will be resolutions and IGA deadlines to be met before August 28th.

BOARD MEMBER COMMENTS:

Director Gregory: Prayers for those working on the wildland fires. He applauds Pete Anderson for his efforts to recreate the historical information about the Little Bear Fire and what personnel/ equipment responded. Great way to recognize the retired firefighters. It's also a great learning tool.

Director Christensen: Happy to be able watch this fine organization work.

Director Mosby: A 52 minute time is a big deal. Living in Evergreen this means that from the onset of symptoms to the time they were in the cardiac cath lab with a catheter inserted through the artery in the leg and a balloon being inflated at the heart in 52 minutes! He is so glad to live in this area and to know such great treatment is available.

Director deDisse: The EMS staff and volunteers work so well together. It amazing how fast we can get things done. Why has Evergreen not had a big fire? It's the response and the citizens of the district with eyes on the mountains to call us when they see smoke and call 911. Smell smoke, see smoke, call 911. The last big fire in Evergreen was 1924 that went through several subdivisions.

Director Anderson: He is proud to be on the board and doesn't take the duty lightly. He appreciates each board member as individuals and for who we are as a group. Holds each in high esteem.

EXECUTIVE SESSION:

- Director deDisse made a motion to enter executive session under Colorado Revised Statue 24-6-402(4)(a) for the purpose of discussion concerning the purchase, acquisition, lease, transfer, or

sale of any real, personal, or other property interest involving vacant land owned by the district. Seconded by Director Christensen; motion carried. Entered executive session at 8:15 pm. Director deDisse made a motion to return to public session; seconded by Director Mosby; motion carried. Returned to public session at 8:30 pm

MEETING ADJOURNED: Director deDisse made a motion to adjourn the meeting; Director Christensen seconded; motion carried. The meeting adjourned at 8:31 pm.

NEXT MEETING DATES:

Regular District Board Meeting on Tuesday, August 14, 2018 at 5:30 pm in Classroom A & b

Respectively Submitted,
Carol Hucker
Recording Secretary