



MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE EVERGREEN FIRE PROTECTION DISTRICT JULY 11, 2017

The regular meeting of the Board of Directors of the Evergreen Fire Protection District was held on July 11, 2017 at the Administration/Training Building, 1802 Bergen Parkway, Evergreen, Colorado.

MEETING CALLED TO ORDER Director Anderson called the meeting to order at 5:30 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, Mike Gregory, Jim Mosby, Dave Christensen

DIRECTORS NOT IN ATTENDANCE: Jeff deDisse - excused

ALSO IN ATTENDANCE: Brendan Campbell, Winston Crowley, Dan Hrouda, Connell O'Brien, Dave Montesi, Sal Christ, Brian LeFave, Chief Mike Weege, and Carol Hucker.

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

PUBLIC COMMENT: None

APPROVAL OF MINUTES:

- June 13, 2017 Board Meeting Minutes - Director Gregory made a motion to approve the minutes as presented; seconded by Director Christensen; motion carried.

PRESENTATIONS:

- UMB – Brendan Campbell introduced Winston Crowley of UMB and introduced a discussion that will be ongoing about how to effectively invest district funds for the future. Mr. Crowley addressed the board regarding the services that UMB provides us in the investment banking division and presented a sample portfolio of what could be done with investments for district funds. The district is bound by its special district status for the types of investments and risk levels it can engage. The district intends to aggressively save toward the replacement of Station 1 and other large strategic purchases in the future and will be discussing in the coming months how to maximize investments of these funds as part of long term strategic planning. Mr. Campbell requested to meet with Chief Weege and the budget committee to prepare an investment plan which would be brought back to the board for approval of long and short term investments. Director Gregory expressed that we need to stay within the state statutes and keep risk managed.
- May 2017 Financial Report – Chief Weege reported that the expenses are tracking as expected. The Gallagher amendment was not effectively resolved in the legislative session this spring so the rate was adjusted down to 7.2% instead of the drastic drop that was anticipated. We did not receive the estimates for assessed values in May and will have to wait for the counties to release the valuation estimates in late August. This is a reassessment year. Many people saw a significant increase in property tax valuation and have contested with the county clerks. In the Fire Ops section it was budgeted for \$35,000 in wildland revenue and is shown as much higher because many of the fires in 2016 deployments did not get reimbursed until 2017. Dispatch revenue has been invoiced for the 2nd quarter but does not show the \$40,000 invoiced to date. Director Christensen made a motion to accept and place on file the May 2017 Financial Report; seconded by Director Mosby; motion carried.

DIVISION REPORTS:

Administration / HR / IT:

- Thank you to the Knights of Columbus of Evergreen, Conifer and Bailey for the First Responder appreciation lunch.
- The management staff attended a 1 ½ day training on risk management. Thank you Billy Kraft for organizing.

- A kick-off meeting was held with Britestreet on the solar installation. Project completion is scheduled for early August. Evan Fosler has been asked to manage the project.
- Colorado Lighting has ordered all the fixtures and bulbs for maintenance and Station 2 and will schedule the install soon.
- EFR's contracted electrician is finalizing a quote for station 2 wiring and efficiency work at stations, 5, 6, 7 and 8. This will be brought for approval at the August meeting. Thank you Chris Schleef and Jeff deDisse for assistance with this project.
- The Admin. HVAC work is being done to maximize the efficiency of the 5 units on the building and return them to factory design. The life span is 13-15 years so we are close to end of life.
- HR projects: compensation and benefits analysis, handbook revisions, revision to the annual review process, cardiac and cancer trust analysis.

Communications:

- Allocated federal funding of the Department of Homeland Security and North Central Region/Urban Area Strategic Initiative has allowed for the last \$375,000 required for the interoperability channels to be completed.
- Two resignations received. Both positions will be filled from part time staff. Will fill part time spots from Jeffcom pool.
- OT for the quarter was covered 76% by part time staff

Fire Operations:

- Academy Update – three are finishing their testing from the last academy and all will be brought up for the vote in August. There are 10 new recruits that will begin in August.
- Leadership development program began on July 10th and will continue into October. This is the "Blue Card" best practices system and is open to all department members.
- Replacement for High Plains has been narrowed down to two programs. Capt. Bill Cronk is driving this effort, combined with Fire Prevention.
- Wildland fire threat has grown significantly with Jefferson and Clear Creek County in Fire Restrictions, Stage 1 now.
- Active shooter training will take place on August 5th. Observers are welcome if the board would like to attend. This is a multi-agency event organized by FF John Porter.
- Maxwell Falls illegal campfires has become an issue and it was asked if a discussion of this could be added to new business at this time. EVFD President O'Brien requested that the EFPD Board sign a letter to encourage the Forest Service Fire Management Officer to temporarily close access to Maxwell Falls due to several recent incidents of campfires being left unattended in the park and the extreme fire danger this presents. Extensive discussion followed.

Fire Prevention:

- Dan attended wildfire investigation and fire suppression classes for 80 hours
- Issues have been identified with how fire bans are rolled out from the different law and forest agencies. Prevention will work through the Fire Marshal Association to try to get a consistent response and process in place.
- A Hemp extraction facility on Bryant Drive is headed to Planning and Zoning for review.
- Amerigas will be removing the propane tanks on Bryant Drive.
- Safety Day August 26th. Fire extinguisher service will be available.
- Stage 1 Fire Restrictions for both counties
- Evergreen Meadows East/West have completed their CWPIP

Emergency Medical Services:

- ImageTrend kickoff. Projected time of transition is August.
- Goal to submit for Heartsafe community designation before the end of the month.
- OT for the quarter was covered 50% by part time staff
- Terry Wehnes was recognized for 20 years of service to EFR, and Rob Dorney was recognized for 10 years of service. Thank you both for all you do here at EFR!!

Maintenance Division:

- Station 4 paving project scheduled end of July
- Ambulance 9522 scheduled for remount 10/6/17 – returned by December.
- Hose and ladder annual testing completed.

- HVAC repairs at Station 4 and admin under way.

Strategic Planning Implementation: (Quarterly)

- No Report

Regionalization:

- Dispatcher positions interviews for Jeffcom. Over 60 applicants meet the criteria out of over 250 applications. Interviews have been started.
- Staging and programming of the EFR radio connection equipment has begun.
- The timeline updates are complete. 1st agencies will move to Jeffcom in Feb., 2018, with EFR moving in April of 2018.
- A Service level Agreement is being drafted to define service level standards and expectations.
- Jeffcom Executive Director Jeff Streeter will be visiting EFR to discuss the transition July 17th.
- Scheduling Committee has selected 10 hour shifts with all dispatchers entering Jeffcom as trained call-takers for both LE and Fire.

JULY 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 Gregory and Director Christensen

Audit Committee: Director deDisse and Director Christensen

Turnouts Auxiliary Committee: Director Gregory and deDisse

UNFINISHED BUSINESS: None

NEW BUSINESS:

- IGA for Back-Up Dispatch /PSAP Services: Director Gregory made a motion to approve the IGA; seconded by Director Mosby; motion carried.
- Spending Authorization 2017-016: \$26,193.08 – New Computer Server Build & Installation: Director Christensen made a motion to approve Spending Authorization 2017-016; seconded by Director Gregory; motion carried.
- Spending Authorization 2017-017: \$14,498.78 – Two PPE Extractors: Director Mosby made a motion to approve Spending Authorization 2017-017; seconded by Director Christensen; motion carried.
- Maxwell Falls – this item was added to the agenda as the meeting was in progress due to the need to respond to this request in a timely manner as an imminent issue to public safety. Discussion ensued about the content and the issues of the letter for which support is being requested. EVFD President O'Brien restated his request that the EFPD Board sign a letter to encourage the Forest Service to temporarily close access to Maxwell Falls due to the extreme fire danger and the concerns that this could escalate. Further discussion ensued. It was determined that the letter should restate the issues and our concerns for fire danger should be an outcome based focus. To be written by Mr. O'Brien and Chief Weege and to be signed by the Chief and the EFPD president. Director Christensen made a motion to support the volunteers and fire operations leadership in a letter to the Forest Service Fire Management Officer in encouragement and support of a temporary closure of Maxwell Falls on the basis of the fire danger posed to the surrounding neighborhoods and forest and until the imminent danger of fires in the National Forest area in question are resolved. Seconded by Director Gregory; motion carried.

BOARD MEMBER COMMENTS:

Director Mosby: Thank you Billy Kraft for your work and your receipt of the hammer (team member bell). Thank you Stacey Martin for all of her extra work in recruiting to maintain the department.

Director Gregory: Thank you Brendan and Winston for helping with investment strategies for the district. Big thanks to the volunteers who continue to be in a state of readiness for wildland calls. It was nice to see

the department represented in the Mt. Evans hospice 5 k running in their bunkers and Kopelove there with the tower truck.

Director Christensen: A long meeting with a lot of topics. He is impressed with how much the department gets done. He asked Mr. LeFave for feedback. Mr. LeFave responded that we have a great program with good people.

Director Anderson: Thank you all in attendance and the community that has their fingers on this organization. Every meeting there is an important decision and the thoughtfulness, research and planning makes these meetings more efficient and effective.

MEETING ADJOURNED: Director Christensen made a motion to adjourn the meeting; Director Mosby seconded; motion carried. The meeting adjourned at 8:08 pm.

NEXT MEETING DATES:

Regular District Board Meeting Tuesday, August 8, 2017 at 5:30 pm in Training Rooms A & B

Respectively Submitted,
Carol Hucker
Recording Secretary