



MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE EVERGREEN FIRE PROTECTION DISTRICT MARCH 12, 2019

The regular meeting of the Board of Directors of the Evergreen Fire Protection District was held on March 12, 2019 at the Administration/Training Building, 1802 Bergen Parkway, Evergreen, Colorado.

MEETING CALLED TO ORDER: Director Christensen called the meeting to order at 5:43 pm.

TIME OF REMEMBRANCE AND REFLECTION: The pledge of allegiance was recited and a moment of silence was observed.

ATTENDANCE

DIRECTORS IN ATTENDANCE: Dave Christensen, Mike Gregory, and John Anderson by conference phone.

DIRECTORS EXCUSED: Jim Mosby and Jeff deDisse

ALSO IN ATTENDANCE: Connell O'Brien, Mason Duncan, Dave Montesi, and Carol Hucker.

APPROVAL OF AGENDA: Approved as presented

PUBLIC COMMENT: None

APPROVAL OF MINUTES:

- February 12, 2019 EFPD Regular Meeting Minutes: Director Anderson made a motion to approve the minutes as presented; seconded by Director Gregory; Director Christensen abstained as he was not present at the February meeting; motion carried.

PRESENTATIONS:

- January 2019 Financial Report: Chief Montesi presented the financial report. The employee expenses for salary and benefits for Adam Scott are mistakenly included in the admin budget and will be moved to the 155 division for next month. Noted were the two large annual expenses for the first quarter Jeffcom payment and for the Clear Creek Radio Maintenance Support. These items make the admin budget look off balance at the start of the year. Director Gregory made a motion to approve the January 2019 Financial Report; seconded by Director Christensen; motion carried.
- Financial Report for 5071 Hwy 73: It was explained that we will be adding this report to presentations beginning next month. This report will show the separate account that was set up to manage the revenue and expenses of the property. The rental deposits, operational expenses for repairs and management will be kept in a separate account from the general operating fund of the district. So far we have spent \$2800 for a new furnace. We hired a property manager. Our attorney informs us that we can own this property and continue to rent out the buildings as long as our end game is to build a station there.

DIVISION REPORTS:

Administration / HR / IT:

- Eight employees participated in training at Jeffcom taught by Cindy Haigler on Crucial Conversations. Great training and tool to have.
- Badge Pinning Ceremony – thank you to all who attended and made this a special event for the 8 that were acknowledged as Chiefs, Captains, and Lieutenant.
- State of the District is close to completion. Pete Anderson has received call response data now from dispatch and once his analysis is completed it will be added and the report published. We will be publishing an abridged version in Serenity in April to hit on the highlights of 2018.
- Firefighter Amdur has moved in to the apartment in Station 2. The construction of a crew sleeping room is being started and a shower addition in the bathroom will follow.

Fire Operations:

- Academy has completed EMR and has started Rescue training
- Fire Ops SOGs are still be reviewed and updated and plan to be completed by April.

- Six from the Water Rescue Team completed certification in advanced ice rescue training.

Fire Prevention:

- Permit and review fees collected to date in 2019 are \$6,117
- Grant funded position in wildland application period was extended. This position is in response to an increase in the CWPIP program and reaching more HOAs and groups.
- Genesee and Foothills inspections have been completed for 2019.

Emergency Medical Services:

- CPR numbers are as normal for the time of year with Evergreen High School coming up
- Community Paramedic / ECARES received the license from the state to begin clinical care.
- Ambulance status – down to three with one of the Fords having an issue we can't resolve yet. We will be looking to move the remount of this unit up to 2019 or 2020 as soon as we are able to obtain a chasis.
- EPAD has placed 5 new AEDs with 3 in HOAs and 2 at Cragmont Estates HOA.
- STEMI – another one.
- Red Rocks EMT students visit EFR as 3rd rider for first hand exposure as a teaching location. Great program that we have been doing for several years.
- Peer Support SOG is written and we will meet with clinical supervisor this week to finalize.

Maintenance Division:

- Two S10s will be replaced in 2019 and we will trickle down some vehicles in the pool of staff vehicles. This is a budgeted expense.
- Apparatus insurance values were adjusted in a meeting with Mark Davidson. The intent was to evaluate replacement at strategic intervals versus if the vehicle is involved in an accident that happens off schedule. It was determined to hold the value at 50% of replacement cost based on the age of the specific unit. We will schedule this evaluation and adjustment at regular intervals moving forward.
- SCBA replacement called for 65 bottles to be replaced this year at the term of their service life. LT. Ed Mills located 65 bottles for us at zero cost versus the \$900 per bottle to replace with new. He arranged this with a vendor that did not want used bottles in his inventory. These bottles have plenty of life left and will allow us to spread out the replacement cost. All bottles have passed hydro testing. Thank you Ed for your help in saving the district his significant expense.

Strategic Planning Implementation:(Quarterly) No Report

Jeffcom Update: No Report

FEBRUARY 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: None

NEW BUSINESS:

- 2018 Pension Credit Report Certification – the certification of this report has been tabled until the Volunteer Pension Board can schedule a special meeting following review of the final document and to further discuss topics relative to the pension fund.
- Fire Inspector – the Prevention team would like approval by the board to hire a second fire inspector. A job description has been prepared and the intention will be to hire an entry level inspector to work with Fire Marshals Parker and Rudloff this year in preparation for their retirement. Historically we had 3 inspectors and it was gradually reduced. With the addition of

Foothills and Genesee inspections, growth in the district, and the realignment of community education back to this section of prevention we anticipate needing another full time team member. If the board approves the position we will post for hiring and will bring a budget amendment to the board for approval as this was not included in the 2019 budget. Director Gregory made a motion to approve the hiring of an additional fire inspector; seconded by Director Anderson; motion carried.

BOARD MEMBER COMMENTS:

Director Gregory: Congratulations on obtaining the ECARES license, this is huge for the community. Congratulations to all who were pinned at the ceremony last week.

Director Anderson: Ditto Mister Gregory. Thank you Ed Mills for your work to find us an alternative for the SCBA bottle replacement. Thank you all for your efforts on behalf of the board tonight, for those out sick or in training, for the board members and the great example of team work. Thank you for humoring him to call in tonight. Thank you all.

Director Christensen: Moving forward with CPR, with ECARES, with a second fire inspector. We are doing all the right things and are in a good spot with support from the community. The staff and volunteers do a fantastic job.

MEETING ADJOURNED: Director Gregory made a motion to adjourn the meeting; Director Anderson seconded; motion carried. The meeting adjourned at 6:37 pm.

NEXT MEETING DATES:

Volunteer Special Pension Board Meeting on Tuesday, **April 2??**, 2019 at **5:00** pm in Classroom A & B

401a Pension Board Meeting on Tuesday April 9, 2019 at 4:30 pm in Classroom A & B

Regular District Board Meeting on Tuesday, April 9, 2019 at 5:30 pm in Classroom A & B

Respectively Submitted,
Carol Hucker
Recording Secretary