



MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE EVERGREEN FIRE PROTECTION DISTRICT MAY 12, 2020

Due to COVID-19 the regular meeting of the Board of Directors of the Evergreen Fire Protection District was held on May 12, 2020 by means of a virtual conference.

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, Mike Gregory, John Porter, Chuck Ridings, and Jeff deDisse

ALSO IN ATTENDANCE: Bill Cronk, Brad Richards, Dave Montesi, Mason Duncan, Jim Mosby, Linda Glesne, Kevin Gilbert, Stacey Martin, Terri McLaughlin, Paul Amundson, John Putt, Joy, 3 unidentified callers, Brendan Campbell, Mike Weege, and Carol Hucker.

APPROVAL OF AGENDA: Director deDisse made a motion for approval of the agenda as presented; seconded by Director Gregory; motion carried.

PUBLIC COMMENT: Mr. Gilbert asked the board for the status update of the investigations being conducted. Director Anderson responded that both investigations have been completed and he received an email today from the district's attorney that she has the final work product. The board had scheduled last week to discuss both investigations but had to reschedule as an election recount was requested. The board will schedule a meeting with the attorney as soon as possible to discuss the results of the investigations and once this consultation has taken place the board will determine how it will proceed. Mr. Gilbert exited the meeting following public comment at 5:39 pm.

APPROVAL OF MINUTES:

- April 14, 2020 EFPD Regular Meeting Minutes: Director deDisse made a motion to approve the minutes; seconded by Director Gregory; motion carried. Directors Ridings and Porter abstained as they were not participants in the meeting.
- May 4, 2020 EFPD Special Meeting Minutes: Director deDisse made a motion to approve the minutes with the correction that the meeting started at 4:33 pm; seconded by Director Gregory; motion carried. Directors Ridings and Porter abstained as they were not participants in the meeting.

PRESENTATIONS:

- March 2020 Financial Report: Brendan Campbell introduced himself to the new board members and explained that these reports are high level monthly expenses, not detailed by division or code. He noted for the board that there are expected delays in receiving tax revenue as the counties have allowed late payments to be accepted due to COVID-19. Through April 30th they are mostly on target to what we have received in prior years. This year we are at 44% collected versus 47% last year. Other revenues for specific ownership tax, ambulance billing, vested income and others are within budget parameters with 25% collected as we would expect for the first quarter. We budget conservatively for specific ownership tax but so far are trending over budget for collection. We don't foresee any challenges at this time due to COVID-19 impact on the economy or the district specifically short term. The district does a very good job of budgeting and staying within those parameters so expenditures are as expected in the first quarter within a few percentage points. The draft financial audit is being finalized, we have not heard of any proposed adjustments at this time and the draft audit will be brought to the audit committee in late May before approval in June by the full board. Director deDisse asked if Brendan felt there was anything different than other years that we should be aware. Brendan felt thus far it was following our expectations. Director deDisse asked about a deficit in the Debt Service fund balance in the 2019 Actual. Brendan explained this is related to the negative fund balance that carried over from 2018 due to the property evaluation mishap that

occurred at the county level that year with an error in the calculation that resulted in our not receiving all of the property taxes that we had budgeted for based on the counties evaluation. Chief Weege noted for the new board members that the graphs on page 7 are showing us how much is written off each year for ambulance billing and he will explain this in more detail at their orientation. Director deDisse made a motion to accept the March Financial Report as presented and place on file; seconded by Director Gregory; motion carried.

DIVISION REPORTS:

Administration / HR / IT:

- Thank you, Dr. James Mosby and Mr. Dave Christensen, for your service. It has been a pleasure working with both of you.
- Election Results: Delivered: 982 ballots to electors – 529 absentee, 224 UOCAVA, 229 polling place. Returned: 449 absentee, 0 UOCAVA, 229 polling place. 4 ballots were rejected as ineligible. A total of 674 votes were recorded.
- We will remain closed to the public through May due to COVID-19
- EFR wishes to thank the many restaurants, businesses, community members, and residential facilities that have provided meals and gift cards to our responders, and to all the residents dropping off PPE

Fire Operations:

- Duty Officer Program transitioned from large event days /holidays to having coverage 24/7.
- Increase in "hike-out" of calls due to increased traffic in the parks on the weekends. 3 in 72 hours.
- Training scheduled for online, small group work as possible with social distancing/ PPE.
- Academy on track to graduate in June. Classes remaining- 1/2 rescue, wildland, hazmat.

Fire Prevention:

Fire and Life Safety Educators, Risk Reduction:

- Thank you, Rachel Rush, for organizing the Drive By Birthday parades for area children.
- Project reviews up 38% over 2019 (Evergreen 22 vs 20; Foothills 4 vs 1; Genesee 5 vs 0; North Fork 3 vs 0)
- Projected to resume commercial fire inspections in June

Wildland:

- Interviews continue for fuels module. Three people are being offered positions.
- CWPP revision is nearly complete. Community meetings are a requirement and will be completed when meetings can be held again. Hopefully mid to end summer.
- SFA grants, waiting on North Turkey Creek award. Soda Creek application being completed.
- Jeffco Open Space and partnering with Splintered Forest on a fuel break off of Stagecoach that our crew will do the cutting and Splintered Forest will be in to chip. Our chip truck has been delayed until the end of June. We are ready to launch the program the end of the week.
- Upper South Platte Partnership and Adaptive Community Group for collective and unified throughout the districts for mitigation and defensible space.
- The RMRI grant where we finished second tier in the grant opportunity, has reached out and subgroups have been formed to work on home hardening, defensible space, landscape resilience, prescribed fire and other good efforts.
- The Jefferson County MOU to allow EFR to do some roadside thinning on JeffCo right of way is nearing completion. We hope to have it to the board in June for approval.
- Jefferson County Wildfire Committee meetings were delayed de to COVID-19 and the commissioners would like to get these started again virtually. State commission meetings were also put on hold and we don't know when these will resume.

EMS:

- CARES Data - Cardiac Arrest Registry to Enhance Survival. This has been a push through our RETAC. EFR was one of the first 5 agencies of the 25 or so in our RETAC to jump on board and enter data for 2019. The state hired Jillian Moore paid through a grant for 2 years to oversee agencies throughout the entire state who are participating and to recruit more agencies. Currently 80% of the agencies in the state are entering data. We are interested to see how Colorado compares to the rest of the nation in 2019 from the data we just received. We will share in June.

- COVID-19 Update – PPE is still in good shape. No expectations of more arriving but at the rate we are going we are well equipped for many months. We have not gotten many calls, but we are still required to don full PPE before making any patient contact. We may at some point be able to stop wearing the gowns but will continue with masks, glasses, and gloves for the foreseeable future. Responders are still staging and getting cleared into the scene by the responding officer and the firefighters have been very respectful of that protocol. The medics will miss having the firefighter as the third person as this has been extremely helpful.
- MDT's shipping any day. Looking at outside agencies for installation.
- EMS back to full staff. Great to have everyone back in service except we just lost one for 2 months and Jessica will go on maternity leave soon. We have two part timers in the onboard process. The part timers did a great job picking up shifts in April.
- STEMI – Essex, Ferree, Denbow, Galindo, Carrington – Great job with phenomenal times. Fantastic job with 29.5 miles from the hospital. No delays on the hospital times in the emergency room. EFR participates in Mission Lifeline Data each year and were awarded a Silver award for 2019. We typically have one Cardiac Arrest once or twice per month.
- EPAD Golf Tournament June 29th change in format. It will begin at 7:30 am with one per cart to practice social distancing and no cups on the greens, just hit the pin. No businesses will be solicited for prizes. We will resume normal operations next year hopefully.
- CE at the staff meeting on May 20th regarding a new medication for trauma patients that can slow the bleed in acute hemorrhage if administered in a window of time with amazing results. Great tool for the paramedics, especially with the hike ins we have do.
- Community paramedic visits had to come to a halt to prevent our carrying into the patient's home. Annie is now calling all of the patients that she sees and is doing follow ups with all of the patients the medics see, even refusals. We anticipate this will result in an increased number of visits once COVID tapers down and she can resume house calls. Her existing patients if a visit is needed, she makes the call in full PPE. In the past 2 weeks she has begun making home visits with the Centura clinic and is working on telehealth visits with one of their nurses and staff doctor.
- Grants – Lt. Guthner is working on grants for EFR. Federal and state opportunities to help with PPE and decontamination reimbursement and grant funding. We have not received back replies on the grants we have applied for to date. One is for reimbursement of PPE expenses.
- Congratulations Shawn Foos on 5 years with EFR. It is not uncommon to hear from others what a pleasure it is to have Shawn around. He has a fantastic attitude, stays positive and is a great paramedic. Shawn has been a very welcome addition to the team and we look forward to seeing Shawn around for many more years. Congratulations Chuck Rapp on 5 years of service to EFR as a part time medic.

Maintenance Division:

Fleet

- The contract with Flight for Life has been completed to work on their transport ambulances.

Facilities

- Stucco repairs at Station 2 quoted for this summer.

MAY 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

401a Pension Board: Director deDisse

Property Committee: Director Gregory and Director deDisse

Wildland Committee: Director Anderson and Director

Strategic Planning Committee: Director

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

Unfinished Business

- Memorandum of Agreement EFPD and EVFD – The meetings continue and have broken into three groups. The MOA will be broken up and added to the Team Member Handbook. One group is working on the Bylaws, another is working on key performance indicators. Meetings are now monthly with a follow up mid-month on email for status updates. Director deDisse reports there is a lot of effort going on with this effort.
- 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 Gregory; Director Porter asked for clarification. Chief Weege explained that this resolution opens doors for FEMA funding and reimbursements if we need this for the PPE we have purchased. Motion carried.
- Review of Volunteer Firefighter Shift Coverage – After 45 days it has been determined that we can discontinue the shift coverage for drivers. The program was highly successful at allowing us to keep medics in district and for the firefighter to stage others as needed for the incident. We will return to utilizing the firefighters for backfill and will continue to stage until the medics are on scene and request support to come in. Director Anderson expressed that he felt this was a proven tool for us to have in this instance for this type of need, and he congratulated all that planned and participated in the program on its success.

New Business

- Board of Directors Election Results and Oath of Office – Chuck Ridings and John Porter have been elected for 3-year terms on the board. Both have taken the oath of office, and oaths have been filed with the counties, the state, and the department of local government as required.
- Spending Authorization 2020-012: Microwave System Upgrades Bear Mountain - \$28,037.00. Director deDisse made a motion to approve Spending Authorization 2020-012; Director Porter asked if this was budgeted from strategic capital, Chief Weege responded it was. Seconded by Director Gregory; motion carried.
- Spending Authorization 2020-0013: Auditorium Audio System Replacement - \$23,797.04. Director Gregory made a motion to approve Spending Authorization 2020-013 for \$23,797.04; seconded by Director Porter; motion carried.
- Spending Authorization 2020-0014: Microwave System Upgrades Two Hops Station 2 to Squaw Tower - \$199,577.41. Director deDisse made a motion to approve Spending Authorization 2020-014 for \$199,577.41; seconded by Director Porter; motion carried.
- Spending Authorization 2020-015: Crew Hauler - \$15,000.00. Director Gregory made a motion to approve Spending Authorization 2020-015 for \$15,000.00; seconded by Director Anderson; motion carried.
- Board Officer Elections – The following nominations were made: Director deDisse as president; Director Anderson as Vice President; Director Gregory as Treasurer; Directors Ridings and Porter as co-Secretary. The directors voted in favor of the board assignments.
- Board Committee Assignments – The standing committees were realigned as follows:
 - Budget / Audit Committee – Director Gregory and Director Ridings
 - Personnel Committee – Director Anderson and Director Porter
 - 401a Pension Board – Director Gregory
 - Property Committee – Director deDisse and Director Gregory
 - Wildland Committee – Director Anderson and Director Porter
 - Strategic Planning Committee – Director Porter and Director Ridings
 - MOA Committee – Directors deDisse and Gregory, FFs Shephard and Cole, Chief Weege

BOARD MEMBER COMMENTS:

Director Anderson: He recognized the service of Directors Christensen and Mosby and their partnership on the board. They did a great job, responsible, engaged, and did a wonderful job for the community and organization. He is proud and happy supporting Jeff as president and looks forward to working with the new board members.

Director Gregory: Agrees that Dr. Mosby and Dave were a pleasure to work with. He appreciates their service to the district. Welcome Chuck and John Porter. Congrats to EMS for another STEMI. And congratulations Ed Mills for the team bell award.

Director Ridings: An honor to be part of the board. He has the opportunity when he first came to Evergreen to learn a little about the board and he thanks **??** and **Phil Shanley** for this. He looks forward to working and is open to any lunch, coffee or meetings that will allow him to ask questions and go through the resource book. Thank you Carol for the brief discussion of the book this morning. He learned a lot tonight.

Director Porter: Its great to be part of an amazing organization in a second opportunity. He appreciates the willingness to get him up to speed on the projects, budgets, and all they need to know moving forward. He looks forward to working with all of the directors.

Director deDisse: Reiterate what everyone said. Dr. Mosby we really appreciated the medical background that you brought to the board. EMS Is 70-80% of what we do and his contribution and knowledge were appreciated. Thank you to all that stepped up, volunteers and paid staff, to help get us through this COVID.

NEXT MEETING DATES:

Volunteer Pension Board Meeting on Tuesday, June 9, 2020 at 5:00 pm in Classroom A & B

Regular District Board Meeting on Tuesday, June 9, 2020 at 5:30 pm in Classroom A & B

MEETING ADJOURNED: Director Anderson made a motion to adjourn the meeting; Director Ridings seconded; motion carried. The meeting adjourned at 6:50 pm.

Respectively Submitted,
Carol Hucker
Recording Secretary