



## MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE EVERGREEN FIRE PROTECTION DISTRICT SEPTEMBER 10, 2019

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The regular meeting of the Board of Directors of the Evergreen Fire Protection District was held on September 10, 2019 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, Dave Christensen, Mike Gregory, and Jim Mosby.

**ALSO IN ATTENDANCE:** Jim King, Dave Montesi, Bill Cronk, Kevin Evens, Mason Duncan, Kevin Gilbert, Doug Matheny, Mike Weege, and Carol Hucker.

**APPROVAL OF AGENDA:** Director Christensen made a motion for approval of the agenda; seconded by Director Mosby; motion carried.

### **PUBLIC COMMENT:**

Undersheriff Patsy Mundell read a statement from Sheriff Shrader who was unable to attend: "Sheriff Shrader sends his regrets that he is not able to be here tonight to ask for your support of Jefferson County Ballot Issue 1A. This issue is critically important to the public safety of Jefferson County, its citizens, and our way of life. Ballot Issue 1A is a seven year time out on the tax payer bill of rights and will provide critical funding for public safety needs throughout the county. The sheriff's office this past spring was advised that its budget would be substantially cut over the next 16 months. At the beginning of 2020 absent additional revenue we will be forced to close one of the five housing floors of the county jail. Again at the beginning of 2021 we will be forced to close another housing floor of the county jail, a total of 640 beds. At 85% capacity this totals 554 prisoners. To achieve this the sheriff will have to utilize a standing chief judge order and reduce sentences for those incarcerated at the county jail by up to 50%. Additionally it will be necessary to place restrictions on the level of crime that are booked in to the county jail. This will include up to and including all crimes from petty offense to class 4 felonies. In essence this means that multiple DUI offenders and people that have harmed our citizens in a physical way will either have their sentence reduced or upon the initial crime will not be able to be booked into the county jail. In addition to the budget restrictions being place upon the sheriff the district attorneys budget will also be cut by \$1.5 million. There is no way for the DA to achieve that level of a cut without reducing staff. Between cuts to the sheriff and the district attorney there is no conclusion other than to state the public safety policy throughout Jefferson County will certainly change for the worse. For more information about this issue please visit [jeffcosafe.com](http://jeffcosafe.com). I am asking this board and each of you as individuals to endorse Ballot Issue 1A as well I am asking that you encourage your constituents to also support and vote for this in November. We do that together we can all keep JeffCo safe. Thank you for allowing me to be here tonight and also listening to Sheriff Shrader's plea." Director Christensen asked what other services would be affected. Undersheriff Mundell said that county services such as road and bridge, human services, all county services would be impacted. Public safety will be the biggest impact of these budget cuts. Director Anderson asked if there was a rough dollar figure of what the county would be able to retain if the ballot issue is passed. Undersheriff Mundell noted that estimates are that over the last few years it would have been \$31 million dollars that would have been retained if TABOR were relieved. For the sheriff's office alone the cut in 2020 would be about \$10 million. The impact would be large in 2021. The sheriff's office has already begun not hiring and preparing for the worst, hoping this doesn't happen. Director Anderson noted it is unfortunate that this sunsets in 7 years but would provide some relief for now. The board members will discuss and determine if they wish to adopt a resolution at their October meeting in support of the effort.

### **APPROVAL OF MINUTES:**

- August 13, 2019 EFPD Regular Meeting Minutes: Director Christensen made a motion to approve the minutes as presented; seconded by Director Gregory; motion carried.

## **PRESENTATIONS:**

- July 2019 Financial Report: Chief Weege reported that Ambulance billing is higher than budgeted which also means write-offs will be higher. Ownership tax and prevention revenue are also over what was budgeted. The preliminary tax assessments were received and showed an increase of 8 – 10%. The managers are working on their budget worksheet draft and these will be sent to accounting on Sept. 16<sup>th</sup>. A first draft of the budget will be provided to the board prior to the October meeting for the budget committee to begin their work. The November meeting will be the public hearing. We did not receive the anticipated \$80,000 grant for the CWPP update project funding. Director Christensen made a motion to approve the minutes as presented; seconded by Director Mosby; motion carried.

## **DIVISION REPORTS:**

### **Administration / HR / IT:**

- New telephone system being selected and hope to have a vendor chosen soon. The software is out of date, voicemail breakdowns. The current provider can update our software, and we could replace phones but we decided to look at cloud based software and service to see if there was a better fit for our current needs.
- Update on radio back up system project: The Bear Mountain back up would utilize a tower at Indian Creek and one at Conifer Mountain tied to existing network and simulcast to fill some holes in radio coverage in the district along with back up in case of a failure at Bear. Initially thought to be about \$500,000 but we are working on trying to reduce those costs. The other project is the microwave equipment at Buchanan Rec which is used to because Station 2 doesn't have line of site to the tower on Squaw and the microwave equipment is end of life. The Rec center is planning growth which could impact our equipment there. We may be able to lease space on a tower in Soda Creek. We will have to license new equipment, apply for different frequencies, for a long term solution.
- Update on Evergreen Meadows, Troutdale and new Station 1 properties: The Rec district has signed the resolution to accept the Evergreen Meadows property. We are waiting to hear that the quitclaim deed has been recorded. The Troutdale has an interested group that is trying to figure out their funding. Hopefully this sale will be resolved this year. Lawyers are trying to figure out how the JeffCo Open Space property can be signed over to us. The Denver Mountain Park section may be able to a land swap with JeffCo Open Space which they can then get to us.
- New performance review process being rolled out. Trying to streamline the process for development with quarterly meetings and better process improvement plan.
- Thank you Jillian, Turnouts and all who helped deliver a very successful Health and Safety Day. Donations were made for MDA and Foundation 1023.
- Cindy Haigler was appointed to the CEBT Board of Directors. She will represent emergency services on the board.
- Thank you to Captain Martin and all who helped at Big Chili. Well attended, great fundraiser.
- The 2019 SDA Manual has been summarized for changes and is included in the board members packets for their review. Of note are changes in the compensation allowed to directors elected after 1/1/18; and rewritten sections reflecting the electronic meeting notice requirements.

### **Fire Operations:**

- SCBA mask fit testing is complete. Director Anderson asked for a status update on the conversation about replacement. Chief Evens stated that he is gathering information and will schedule time with Chief Weege to discuss further. The firefighters are still concerned about the safety. Chief Evens noted that at present we don't have our in house repair person. Director Mosby noted that West Metro is certifying the equipment for us in the interim. Director Anderson asked if they thought there was an issue with the packs. Chief Evens said he was not aware of any issues. Captain Gilbert noted that 3 packs were not working last night, one with a regulator issue, and there is another out of service. He expressed that he also trusts Kevin Holsonbake and West Metro to certify that they are safe to use. We have a plan to mitigate issues until the packs are replaced in 2020. We replace bottles in batches and not all at the same time. Director Anderson requested to know what failed on the 3 packs during training if Captain Gilbert would

follow up. Director Christensen asked also to know why they failed. Chief Weege followed up with Kevin Holsonbake and Evan Fosler and the packs are still scheduled for 2020 replacement.

- Great response to the Deer Creek Canyon Fire in Inter Canyon's district. E137, B153 and T173. We also supplied a PIO Capt. Martin and Division Sup. Paul Amundson. Chief Weege explained that this was the nightmare scenario fire. The VRedSW and the dispatch channel were down at one of 6 points. Our maintenance group came up and determined that Inter Canyon's tower was down. For initial attack they could not go to VRedSW because lightning strikes had taken down both their tower and their primary radio channels. The 800 system fails if you don't have line of site so West Metro could not communicate. This made it really hard for Jeffcom and command. They tried to request air support but the helicopters were already deployed and Pueblo would not pull them off unless sizeup said there were houses or lives threatened. They couldn't do the size up without radio or cell phone coverage. They went to simplex channels and were able to attack the fire and the wind died down. Great response. The tones built out were utilized by Jeffcom to initiate larger response for equipment and firefighters. Ten agencies responded. Fire stopped at approximately 25 acres. After action review with a lot of positives. Polygon preplanning for evacuations was very effective for the Sheriff's office and Jeffcom. A separate review was held at Jeffcom and some changes in their SOGs were identified for action. JeffCo IMT and the EOC were not activated which would have brought in mobile repeaters. In the future the IMT comms group would be mobilized. Jeffcom will also look at a portable dispatch unit for future funding. Director Anderson asked about backfilling in the districts that deployed to a fire in another district. Chief Weege noted that this is a piece the mountain chiefs still need to fill out for future fires. Chief Evens noted that we also have to limit what we can send and in this case we hit the max for what we could send and still cover our district if a fire started here.
- Call volume data was provided to the board reflecting that most calls through August are medical.
- Live fire training is scheduled during September with 4 evolutions and 15 firefighters attending last night.

### **Fire Prevention:**

#### **Wildland:**

- Paul was deployed to the fire near Shawnee at the end of the month.
- Met with CEO Mike Lester of Colorado State Forest Service to tour the North Turkey Creek CWPIP area and the fuel break on the west side. Mr. Lester reported that at a meeting in Montana they talked about what EFR and Elk Creek are doing about the wildfire threat. The meeting was to show him the small things we are doing with the CWPIP and generating involvement at the community level but also the bigger scope of the fire break. Funding support from the forest service was laid out and why we need federal funding for this program.

#### **Fire and Life Safety Educators, Risk Reduction**

- Commercial inspections for 2019 are currently at 86% district wide - Evergreen proper is 97%;
- Jim to present for the Colorado mountain communities at the American Planning Association Conference on September 19 in Snowmass; topic of planning in conjunction with fire districts.
- Amy has acquired her ICC Fire Inspector I certification and has been cleared to perform inspections on her own;
- We have received the Knox KeySecure boxes for the fire apparatus and Evan will be installing those as they pull vehicles for regular maintenance.
- Knox Padlocks have been acquired and we will begin using those for manual gates and other security concerns within the district. The goal is to eliminate all the old passcode boxes and locks;
- In discussion with the Chamber about to Skate the Lake to address some issues from last year.
- The Mountain Chiefs and Mountain Fire Marshals met with the JeffCo Building Department and area contractors in regard to the pending adoption of the IRC and Appendix Z (WUI Chapter 5). Some of the changes impacting new construction are valid and may improve the ability to obtain insurance. The older homes that are not built to this standard are more susceptible to fires and this is why we encourage with the CWPIP and other programs the importance of mitigation.
- Maxwell Falls – Director Anderson asked if the issues from last year were resolved. Chief Weege explained that it has not been closed to overnight camping yet but we hope to have federal approval soon. Chief Evens said this has not been as big of an issue for people camping and having camp/cooking fires this summer.

## **EMS:**

- CPR staff re-certifications completed and CPR #'s now at 413.
- ECARES has 49 regular patients
- STEMI call with amazing times. Thank you to all that were on scene. The patient rode his bike to the parking lot rather than wait for extrication.
- 2 critical debriefs were held in August
- Monitor and LP 1000 maintenance and inspections being completed for annual licensing. Monitors will have a 2 year notice that they will be replaced. We keep moving the expense back in our long range planning until they notify us of the release.
- Ambulance multi-county annual inspections will all be done at the same time and the 4<sup>th</sup> can come back in service.
- Recent DEA events – We have learned that our narcotics handling has to be licensed under the DEA. It had been believed that this was covered under our medical director. The law changed in 2017 and agencies throughout the metro area have to obtain their own license. Our license application was submitted and accepted and now we wait for any other documentation they may require. This has also been happening in other states. It is anticipated that it will take 2-3 months to receive the license but we can continue to operate. We are adopting an electronic narcotic tracking program that is both app and desktop. Dr. Vellman and the DEA like the program.

## **Maintenance Division:**

### **Fleet**

- New ambulance status – working on equipment installation. The box needed some graphics replaced. A new type of radio has been ordered with a remote mounted headpiece that takes less space which will allow better placement for the driver.
- Dodge Durango expected to arrive in October. A second one will be ordered this year. The jeep with the diesel engine package is not available yet so we will push that to 2020.
- Containment for cross lay loads in the hose beds are being designed. A cross lay came off on a corner in a recent shuttle training.

### **Facilities**

- Station 2 parking lot paving – the window of opportunity came to complete the project this month.
- Solar system issues update – the contractor will be here tomorrow to look at the system and determine what the problem is with the system. Britestreet will also be on site to resolve this. We had previously identified that fuses and some strings were not working but not why. Director Anderson asked for feedback from legal about the time frame for construction defects. Director Mosby said he doesn't understand why this has been so difficult to figure out the problem. Doug Matheny explained the plans may or may not have been completely followed and Britestreet didn't have a crew onsite during the install. The contractor used an inverter that Britestreet does not use so there is a disconnect between how things are supposed to be wired for this inverter system.
- Crew quarters remodel update – still working to get a general contractor hired.
- Update on snow fence on roof – Doug has requested quotes on how to stop the snow slides but this will continue in to next year. Probably taller fence needed which requires under roof support. Heat trays would be included and industrial gutters. Asst. Chief Duncan noted heated gutters would have a timer or are electrically resistive usually. This came up because of snow/ice sliding on to the sidewalk and creating a safety hazard.
- Security System contractor selected – a spending authorization is on the agenda.
- HVAC engineering kick off meeting was held and as built drawings of the building requested. They are working to shorten the time frame for delivery of the system. Doug has requested a timeline for the design and installation to be determined. The size of the units is designed but the ductwork and controls are still be designed.

**Strategic Planning Implementation:** (Quarterly) No report and meetings cancelled for September.

### **Jeffcom Update:**

- Vicki Pickett selected as the new Fire OPS Manager. She was a lead working with JCECA when she was at Arvada Fire. She has plans for how to fix a few issues. We look forward to working with her more.
- Planning two more academies this year (at 102 call takers/dispatchers). The target is 118.

- Working through the audit which will be presented at the next board meeting.

**SEPTEMBER BOARD MEETING TOPICS:**

Topic	Initiated	Schedule d/ 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 Mosby

401a Pension Board: Director deDisse

Property Committee: Director Gregory and Director deDisse

Wildland Committee: Director Anderson and Director Mosby

Strategic Planning Committee: Director Christensen and Director Mosby

**Unfinished Business**

- EFPD Bylaws / SOGs review – continued until the October meeting
- Resolution 2019-0004: Online Notice of Public Meetings – Carol Hucker explained that the resolution that was approved by the board at the August 13<sup>th</sup> meeting was revised by legal so that it will be attached to the EFPD Bylaws and will not require an amendment. Director Christensen made a motion to adopt Resolution 2019-0004; seconded by Director Gregory; motion carried.

**New Business**

- Division Chief of Fire Operations- Director Mosby made a motion to approve the position for Division Chief of Fire Operations; seconded by Director Christensen; motion carried.
- IGA Vehicle Maintenance Agreement with North Fork Fire Protection District – Director Christensen made a motion to approve the IGA for Vehicle Maintenance; seconded by Director Gregory; motion carried.
- Spending Authorization 2019-011: Station 4 Rear Egress Deck and Stairs - \$10,500.00 – Director Gregory made a motion to approve Spending Authorization 2019-011; seconded by Director Christensen; motion carried.
- Spending Authorization 2019-012: Station 2 parking Lot Seal Coat and Striping - \$11,268.00 – Director Christensen made a motion to approve Spending Authorization 2019-012; seconded by Director Mosby; motion carried.
- Spending Authorization 2019-013: Security System Stations 2 and 4 - \$45,629.88 – Director Christensen made a motion to approve Spending Authorization 2019-013; seconded by Director Gregory; motion carried.

**BOARD MEMBER COMMENTS:**

Director Mosby: Attended Big Chili on Saturday, what a great day CU beat Nebraska, and made money for the volunteers with Big Chili. Hats off to Stacey and everyone else that was involved.

Director Christensen: Echo those comments, dynamite - going to spoil us with these STEMI's. He needs to renew his CPR and appreciates all the training done for free. You guys are spectacular.

Director Gregory: Also agree, congrats on another STEMI. A big thanks to Jillian and the Turnouts, especially Rae Cronk and numerous volunteers that helped make safety day so successful. Never seen so many kids. Big thanks to Stacey, the turnouts and other volunteers that helped with Big Chili. These events are so important to bring the community and department together. Glad to be part of it. Chief Weege wanted to recognize Rae for the recent recruiting push. Director Mosby noted one of the turnouts that moved away came back just to help at Big Chili.

Director Anderson: Ditto safety day, Big Chili, Fire Ops, EMS, Maintenance, everyone is busy doing a wonderful job. Want to single out ECARES for 49 regular customers; that is fantastic. Annie and the crew it is a wonderful program. Tomorrow is September 11<sup>th</sup> please keep those families in your prayers.

**NEXT MEETING DATES:**

Special Volunteer Pension Board Meeting on Tuesday, October 7, 2019 at 5:00 pm in Classroom A & B  
Regular District Board Meeting on Tuesday, October 8, 2019 at 5:30 pm in Classroom A & B

**MEETING ADJOURNED:** Director Christensen made a motion to adjourn the meeting; Director Mosby seconded; motion carried. The meeting adjourned at 7:24 pm.

Respectively Submitted,  
Carol Hucker  
Recording Secretary