



## MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE EVERGREEN FIRE PROTECTION DISTRICT MARCH 11, 2014

The regular meeting of the Board of Directors of the Evergreen Fire Protection District was held on March 11, 2014 at the Administration/Training Building, 1802 Bergen Parkway, Evergreen, Colorado.

**MEETING CALLED TO ORDER** Director Kling called the meeting to order at 7:00 pm.

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

### **ATTENDANCE**

**DIRECTORS IN ATTENDANCE:** George Kling, Valeri Leswing, David Christensen, Jeff deDisse, Charlie Simons

**ALSO IN ATTENDANCE:** Bob Walter, Connell O'Brien, Bill Cronk, Bryce Lipson, Wayne Shephard, John Anderson and Mike Weege.

**APPROVAL OF AGENDA:** Revised to include under Unfinished Business a presentation on Contractual Allowances by Director Kling. Director Simons moved to approve as amended, seconded by Director deDisse, motion carried

**PUBLIC COMMENT:** None.

### **APPROVAL OF MINUTES:**

- February 11, 2014 Regular Meeting Minutes: Director Simons made a motion to approve the minutes as presented, seconded by Director deDisse, motion carried.
- February 25, 2014 Special Board Meeting Minutes: Accepted as presented.

### **PRESENTATIONS:**

- **January 2014 Financial Report:** (placed on file) Pinnacle to include page numbers on the report and update the footer to reflect 2014. Director Simons requested that abbreviations be defined in the report or as a glossary. Director Christensen requested that the graphs for each division be stacked so that he can see all at a glance. Director deDisse moved to approve and place on file the January 2014 Financial Report, seconded Director Leswing, motion carried.

### **DIVISION REPORTS:**

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

- Welcome Laura Pratt. Laura will be our Human Resource representative from Mountain States Employers Council (MSEC). She brings a lot of experience in HR to us and we are very pleased to have her as part of the team.
- The access card security system is getting upgraded. Work started on the upgrade March 3.
- The 911 Authority Board approved funding an upgraded computer network back up system for us. The system will be purchased and installed by Allen Tech.
- The old UHF radio equipment has been inventoried and we are offering any equipment that can be narrow banded for sale. We have or are in process of selling over \$5000 worth of equipment. We will sell the balance to a radio equipment reseller.

#### **Communications:**

- We have received final Jefferson County Emergency Communications Authority (JCECA) approval for funding in full, for the TriTech Computer Aided Dispatch (CAD) project. This will bring Evergreen dispatch a top of the line, tier 1 system and will work towards the goal of having interoperability and backup capabilities. This project funding includes West Metro, Metcom, Littleton Fire and Arvada Fire and provides the ability to purchase, install and train all the agencies. This project is slated to be completed in the late fall.
- The county wide test of CodeRed on March 5<sup>th</sup> went well.
- Calls for the month of February: Admin = 956; 911 Calls = 94; Total = 1050

**Emergency Medical Services:**

- Congratulations Quatro Roderick for his promotion to shift B supervisor.

**Fire Operations:**

- The 2014 Wildland Fire Forum went very well with about 200 community members listening to presentations by County Commissioner Casey Tighe, Jefferson County and Clear Creek County Sheriff's Offices, Animal Control and Evacuation, Doug Saba, Deputy Chief Chris Johnson and Fire Chief Weege. Lt. Stacey Montague did an excellent job as the Master of Ceremony and a big thank you to Doug Saba for organizing the event.
- The Echo Hills home owners association representatives met with Chief Weege, Commissioner Hayden and Clear Creek County Road and Bridge to show their evacuation route. They have completed their Community Wildfire Implementation Plan (CWIP) and Chief Weege has signed it.
- The Volunteer Board will be presenting the proposed By Law changes to the membership at the March business meeting. They also will finalize discussions on the revised and combined handbook in the Volunteer Board meeting.

**Fire Prevention:**

- The cinema building in Bergen Park will begin remodeling soon with a projected completion in the autumn. It will be called Wild Game and will be an entertainment center with bowling, laser tag, arcade games, etc.

**Maintenance Division:**

- The deadline for consideration of the tender Request for Proposal has been extended to attract more interest. Following the extension several contractors have made inquiries.
- Ambulance 5438 was delivered to Rocky Mountain Emergency Vehicles for the remount of the body onto a Dodge chassis. Research has indicated this will improve reliability, improve ergonomics and may reduce operating cost.
- We completed pre-delivery inspections on two of the newest Elk Creek Fire apparatus.
- Our \$1,300.00 loss of fire equipment has been partially recovered with the help of Jeff Ashford. He worked directly with the insurance company to achieve this.
- A hose testing Request for Quote has been released and we have received numerous inquiries, leading us to believe we will have several bids to consider. The testing will be completed by August.
- Contract Maintenance: 45 hours of Labor performed; 37 hours collected.

**Training/Community Education:**

- EFR will be assisting Clear Creek Fire Authority with a Wildland Urban Interface training at the end of March. We will be staging apparatus from many agencies at Clear Creek High School and working the exercise west of Station 7 and east of Clear Creek High School.

**MARCH BOARD MEETING TOPICS:**

<b>Active Topics:</b>	<b>Initiated</b>	<b>Scheduled/ Completed</b>	<b>Recommendations</b>
Strategic Planning Meeting	Mar-10	TBD	Strategic Plan will be for ten years instead of 5.
Handbook Revisions	May-12	Mar-14	HR to review EVFD revisions
EMS - Insurance/Contractual Allowances Report	Feb-14	Mar-14	Review and Presentation

**UNFINISHED BUSINESS:**

- Contractual Allowances – Director Kling presented an explanation of how the Medicare and Medicaid contractual allowances affect the “Write-offs” in EMS billing and the medical industry. This is not an actual contract it’s a mandated limit on what we are allowed to collect regardless of what we have billed. Medicare pays approximately 34% of the amount that is billed for EMS services based upon the region that we operate within. The balance may not be billed back to the individual in these cases by law. By contrast we also have “write-offs” which are related to under-insured or un-insured individuals which when not paid are sent to collections and are classified in the budget as “bad debt”. We are not adjusting the budget to keep pace with the allowances each

year. This board has to evaluate how it balances this budget whether through an increase in billing or an increase in the mil levy. The current model has the tax base funding 35% of EMS while the tax base funds fire operations and others 100%. Director Simons asked for clarification on the hard cost of providing EMS services per call. Discussion ensued as to how this appears on the budget to more clearly reflect true expenses and revenue as a method of determining in the future when this needs to be adjusted for the mil levy. Discussion about gathering data for now, 5 and 10 years previously on Medicare/Medicaid/uninsured billing to determine a trend.

#### **NEW BUSINESS:**

- Fire Chief Annual Performance Review: Due in May, Director deDisse proposed the new board members be included in the executive session for the review to help with continuity for the next year. Chief Weege directed to send employee contribution forms to subordinate staff for review feedback. Director Kling will coordinate the collection of information and a date for the executive session.
- Transition Planning for EFPD Board of Directors: The May 13, 2014 meeting of the Board will be the first for the new board members. Director Kling requested an open house prior to the May meeting to introduce John Anderson and Mike Gregory. Director Simons and Leswing were requested to attend. Carol will send out notification of this to EFR.
- Spending Authorization 2014-0001: Firefighter Personal Protective Equipment. Replacement of face mask parts following a lot of failures with the annual mask fit test. Director deDisse moved for approval of the Spending Authorization 2014-0001 with the exception that the equipment and the total cost item be adjusted to be correct, Director Leswing seconded the motion; motion carried.

#### **BOARD MEMBER COMMENTS:**

Director Christensen welcomed the new board members Mike and John and expressed his interest in seeing what they bring to the board in their experiences.

Director Leswing expressed that the strength of this organization is open discussion and allowing people to be heard until they are done.

Director Kling recognized firefighter Bryce Lipson for his service to the organization in managing the equipment stores.

Director Simons offered advice to the new members that they remember they serve interests of the tax payers of the district. He expressed that he felt that is was a very beneficial discussion this meeting about the EMS position and the budget reflection of that position.

Director deDisse felt it was a good conversation that was beneficial because it was about the operation of the district and not something divisive like a recall. There have been 10 chimney fires this year and he wanted to thank everyone who worked together on these, Fire Ops, EMS, and Prevention, with great teamwork. The recent Brook Forest fire there was a great save. The Albertsons building will be turned in to a Big R in the future.

Director Kling followed up on the Brook Forest fire to express that the money spent in the last 10 years on additional stations and equipment has easily paid for itself with these fire incidents in saved structures and improved firefighter safety.

Director Leswing followed up to express that EMS funding is also money well spent in the community.

**MEETING ADJOURNED:** Director deDisse made a motion to adjourn the meeting; seconded by Director Simons; motion carried; meeting was adjourned at 9:05 pm.

#### **NEXT MEETING DATES:**

401a Pension Board Meeting April 8, 2014 at 6:30 pm in Training Rooms A & B

Regular District Board Meeting April 8, 2014 at 7:00 pm in Training Rooms A & B

Respectively Submitted,  
Carol Hucker  
Recording Secretary