



MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE EVERGREEN FIRE PROTECTION DISTRICT APRIL 9, 2013

The regular meeting of the Board of Directors of the Evergreen Fire Protection District was held on April 9, 2013 at the Administration/Training Building, 1802 Bergen Parkway, Evergreen, Colorado.

ATTENDANCE

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

ALSO IN ATTENDANCE: Bob Walter, Bryce Lipson, Chris Johnson, Bill Cronk, Michelle Parker, Paul Peil, Barry Pier, Jodee Kastens, Robert Gottsman, Frank Dearborn, Evan Soibelman, Sandy Barnes, Mike Weege, Wayne Shephard, and Carol Hucker

MEETING CALLED TO ORDER President Kling called the meeting to order at 7:06 P.M.

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

APPROVAL OF AGENDA: Approved as presented.

PUBLIC COMMENT:

- **Bob Gottsman:** Mr. Gottsman expressed that he thinks of this as an election with 8 people running for the board. His opinion is that the ballot is not allowing him to choose four people. Director deDisse clarified that the election laws dictate the format of the ballot and that no one else came forward to put their names on the ballot besides the four candidates shown. Mr. Gottsman wanted to be able to vote for a person so the directors explained that the sitting board members are not candidates as this is a provisional ballot. Mr. Gottsman expressed that he likes the sitting board but he feels the best response with this ballot is a split.

APPROVAL OF MINUTES: Approved as presented.

PRESENTATIONS: The February 2012 Financial Report was presented by Chief Weege. Revenue and expenditures are within budget parameters to date overall. Contractual services appear to be high because of large payments made up front on yearly contracts within the first four months of the year. It balances back out over the course of the year. Vehicles and equipment /contractual services are high due to some large expenditures such as a transmission replacement. EMS was pointed out in January that contractual allowance were higher (65%) than average (30%). This is starting to normalize and is down to 48.5% in February and should continue to drop until back in the norm. We had \$500,000 in a mutual fund that was only making 0.04% and this has now been moved to 2 CDs at 0.3% for one year. We would like to take another \$500,000 out of savings and invest that in the CDs as well at the recommendation of Pinnacle Consulting. This money is not available to be added to the Volunteer Pension Fund. A clarification was offered to Dr. Leswing in response to a question about the EMS expenses contractual allowances. The \$350,000 of anticipated loss are required legally as a special district financing. Director deDisse made a motion to accept and place the February 2013 financial report on file. Director Christensen seconded the motion. The motion passed unanimously.

DIVISION REPORT

Administration/ HR/ IT/ Training:

- We have contracted with Mountain States Employers Council for our Human Resources and benefits needs. EFR has a good history with them. They are starting April 17th. I want to thank VSI and Eva for graciously offering to stay on board to help with the transition through the end of April.

- Radio Program update – the infrastructure contract has been agreed upon by the vendor’s legal team and the City and County of Denver. We have been informed that it will be through the City Commissioners Office and the City Attorney’s Office by April 22nd and signed. Grant funding through UASI will be moved forward. Frequency shuffling has been done to eliminate interference on scene with Xcel. Chief Johnson has submitted our FCC waiver asking for it to be extended to the end of the year. Grant funding through UASI will be moved forward. Discussion has begun with the consortium to work toward grants for additional equipment to improve inter-operability in the mountain area and with West Metro, South Metro, and others.
- Doug Saba was able to acquire quite a bit of office furniture, garbage bags, envelopes and other items for free from Staples totaling nearly \$21K. Thank you Doug.
- Living with Zachary – an organization that places AED units out to youth groups contacted the CO fire chiefs association and Dave Montesi is working with them and with the recreation district complete the application to place AED’s on playing fields around Evergreen.

Communications:

- The Shore-Tel Admin telephone project is beginning – 1st walk-thru was scheduled for April 9th but was cancelled due to weather. Equipment has been ordered.
- The Regionalization Study is continuing. Maura Hickey from Texas will be meeting with all of our Communication Specialists during the monthly meeting on April 11th. This is to understand what we do in more detail before the group submits its final recommendations to the JCECA board and members. Targeted completion by mid May.
- Bessie Doone attended a course on “Managing Multiple Projects, Objectives and Deadlines” on March 19th.
- Kudos to Jace Karford – who provided excellent pre-arrival EMD (emergency medical dispatch) instructions, and ultimately was part of the life-saving event
- Calls Received/March: 911 Calls Received – 96; Administration Calls Taken – 942; Total Calls - 1038

Fire Prevention:

- Natural Grocers expansion project, phase 1 is complete. They should be moving into the new section and start renovating the old section.
- Walmart has some interior and signage remodeling coming up.
- Will be inspecting all volunteer’s fire extinguishers at their business meeting on 22 Apr 2013
- Shelley conducted 30 Primary and 48 Follow-up inspections in the month of March.

Emergency Medical Services:

- EMS Billing and Call Taker audit on April 4th and 5th went well. We should have our report within the month with their recommendations.
- Unit 5483 continues to have engine problems. Warranty will be up within the year, discussions to replace this unit and start transitioning into a Dodge product.
- EMTB class start date will be pushed back to June.
- Documentation seminar as a follow up to our audit is scheduled for May 14th using our facility.
- One year FREE CPR numbers ended up at 753 Evergreen residents were taught CPR FREE of charge.
- Cardiac Arrest Save on March 19th of a 50 year old female.
 1. Dispatchers gave CPR instructions over the phone until the medics arrived.
 2. Medic’s on scene on within 5 minutes
 3. Patient being transported within 10 minutes of the medic’s arrival
 4. **Patient fully resuscitated within 22 minutes of the 911 call.**
 5. Patient arrived at the ER within 49 minutes and taken straight into the cath lab.
 6. Patient discharged home 9 days later without issues.
- Evergreen EMS Division was recognized as “One of the Best in the Nation” earlier this month at recognizing acute MI’s (heart attacks), through a national survey done for St Anthony’s hospital which measures cardiac alert recognition statistics. Kudos to the Paramedics of EFR.

Maintenance:

- The man exterior man door parts have been specially ordered for a perfect fit. Incorporated into the door will be a new, electronic strike similar to others in the building. The installation will

begin once all parts have arrived. Christy will be presenting the cost of this replacement (\$900.00) to the 911 Authority Board for consideration.

- Gutters on the admin building are being looked at for replacement as the existing have settled and are leaking with ice buildups.
- RFQ's are being analyzed for the purchase of 90 replacement SCBA cylinders. The proposals vary significantly requiring careful interpretation. A spending authorization will be presented to the Board at the April Board meeting for consideration.
- Grainger continues to exceed expectations through concessions. Comparisons reveal EFR is saving significantly on virtually every item. We are in the process of comparing consumables used in maintenance and expect to transition to Grainger as our primary supplier. Our inventory will be monitored weekly by a Granger representative and maintained based upon our direction.
- The transmission was replaced in unit 3817, which has a snow plow mounted to it. The replacement, has been upgraded with more durable parts than the factory transmission it replaced to endure the rigors of snow removal.
- During the month 32.50 hours of contract labor were performed.

Fire Operations:

- Progress toward our operational goals:
 - Squad boss class held this last weekend. Thanks Evan Soibelman, Keith Haugrud, and Jeff Ashford for your work on these.
 - Pack tests are ongoing with the goal of having better than 90% done by the end of April.
 - Company training will be wildland fire safety refresher.
 - Three wildland trainings will be done in May with one on a Saturday for boots on the ground training.
 - Officer Development program going well. Sharpening strategy and tactics for wildland and incident command.
- Recruiting has been kicked off by Peter Rueth. Contacting HOA's and asking FF's to reach out to people they know. Dave Marshall has the preliminary schedule under consideration. While recruiting does target areas where the most calls occur and where we have less firefighter coverage we do recruit for the whole district. Largest holes in coverage are in north Evergreen, on Floyd Hill, and in Echo Hills so encourage anyone you know in these areas.
- Firefighter Bill Cronk has run 190 calls this year to date. Great job Bill!
- March was a month full of mutual aid requests including a successful horse rescue with Indian Hills, multi-vehicle accident on I-70 with Foothills and Highlands, and a structure fire in Elk Creek. Our system covered the mutual aid and calls within district at the same time. Overall performance is really good.
- Water supply goal of under 5 minute for water supply fires is a huge challenge and we are continuing to adjust and look at changes to how we configure hoses, or technology suggestions.
- Community outreach events with trucks and firefighters attending an event at Forest Estates Lodge set up by firefighter Paige Maslow and the Station 3 open house both a great success. The open house was an idea created and brought together by firefighter Byrne McKenna to share with his neighbors what happens at that station.
- We will be observing during an simulated evacuation exercise in the Genesee district that is coming up. This exercise is a joint Genesee Fire and JeffCo Sheriff event.

BOARD MEETING TOPICS:

Active Topics:	Initiated	Scheduled/ Completed	Recommendations
Strategic Planning Meeting	Mar-10	TBD	Strategic Plan will be for ten years instead of 5.
Handbook Revisions	May-12	June-13	HR Updating extend completion to allow for change over in HR companies.
Evacuation Routes	Apr-13	TBD	Continue discussions with area representatives

UNFINISHED BUSINESS: None

NEW BUSINESS:

- Annual review of Chief Weege will be due in May. Director Kling will provide a date to Carol for a special board meeting to be posted for the purpose of conducting an executive session/Work session for this personnel matter. This will establish his work over the past year and set goals for the next.
- Chief Weege presented to the Board Spending Authorization 2013-0003 for SCBA replacement of 90 bottles and valve kits. Director deDisse made a motion to approve the spending authorization; Director Leswing seconded the motion; the motion passed unanimously.

BOARD MEMBER COMMENTS:

Director Christensen: no comments

Director deDisse: In house training for 131 class and other wildland is great. Thank you for stepping up to the plate instructors and students.

Director Simons: Welcome Valeri to the Board.

Director Kling: EMS as one of the best in the nation isn't surprising at all but great to see it on paper and supported by the kudos we receive from patients. Kudos don't flow backwards enough so Bob and Chris please convey to the staff and volunteers that we are indebted, appreciative and amazed by each division and their poise. They routinely deliver making it look like normal business but it's quite amazing. Please pass that message along. We don't communicate enough that we see a superlative product.

Director Leswing: Great save on the cardiac patient, that's a hard thing to do in that short of a time frame. And thank you to Chris for working with the sheriff's department to get everybody on the same page. It's a key.

Bob Walter: Kudos to all 16 people who showed up on the cardiac. It's a whole team out there.

Director Kling: Reminder next month's meeting starts at 6:30 pm for the Volunteer Pension Board with all 5 board members and the 2 volunteer members.

MEETING ADJOURNED

Director deDisse made a motion to adjourn; Director Christensen seconded the motion; the motion carried; the meeting adjourned at 8:32 PM.

NEXT MEETING DATES

Pension Board Meeting May 14 at 6:30 pm in Training Rooms A & B

Regular District Board Meeting May14 at 7:00 pm in Training Rooms A & B

Respectively Submitted,
Carol Hucker
Office Manager