



MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE EVERGREEN FIRE PROTECTION DISTRICT MAY 14, 2013

The regular meeting of the Board of Directors of the Evergreen Fire Protection District was held on May 14, 2013 at the Administration/Training Building, 1802 Bergen Parkway, Evergreen, Colorado.

MEETING CALLED TO ORDER Director Christensen called the meeting to order at 7:00 P.M.

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

ATTENDANCE

DIRECTORS IN ATTENDANCE: Jeff deDisse, David Christensen. Valeri Leswing joined the meeting at 7:25 pm.

ALSO IN ATTENDANCE: Bob Walter, Frank Dearborn, Jerry Smith, Paul Peil, Jodee Kesten, Cal Winn, Bryce Lipson, Robert Gottsman, Mike Novick, Barry Pier, Nick Kobayashi

Due to an absence of a quorum at the scheduled meeting time the Directors present requested that Chief Weege begin with the Division Report.

DIVISION REPORT

Administration/ HR/ IT/ Training:

- Welcome Nick Kobayashi, Human Resources from Mountain States Employers Council.
- The City & County of Denver and Motorola have signed the radio project contract. Parts are on order and starting to arrive.
- We have applied for a grant for 2014 to purchase an Internet Protocol (IP) interface for our dispatch center to our radio equipment. MCC7500 Motorola consoles.
- Request two board members to help us work on the 10 year master plan
- The training building construction is scheduled to be completed by the first week of July. A pig roast is being planned for the June 24 volunteer business meeting as an internal open house.

Communications:

- The Shore-Tel Admin telephone project is underway with a scheduled completion before June 21. All parts have been received and installation schedules are being generated.
- The Regionalization Study is near completion. Maura Hickey spent the day with our Communication Specialists starting with the monthly meeting on April 11th. This was to understand what we do in more detail before the group submits its final recommendations to the Jefferson County Emergency Communications Authority (JCECA) board and members.
- New Computer Aided Dispatch (CAD) servers have been installed. The old servers had run out of storage space. The Jefferson County Emergency Communications Authority (JCECA) funded this project.
- Bessie Doone has accepted another position and will be leaving EFR. She has been a valuable member of the Communications Division for nearly 6 years and will be missed. We wish her all the best.
- Calls Received/April
 - 911 Calls Received - 174
 - Administration Calls Taken – 1576
 - Total Calls - 1750

Emergency Medical Services:

- Both High Schools are being very supportive in creating a Cadet Program/First Responder for Junior's and Senior's course.
- The Documentation Seminar was held today. (May 14th)

- Evergreen Public Access Defibrillation (E.P.A.D.) annual golf tournament set for May 20 at Hiwan to raise funds to support Cardiopulmonary Resuscitation (CPR) and Automated External Defibrillator (AED) training in Evergreen. FREE CPR classes continue to be a big success
- EMS week May 19th – May 25th
Tony Shepperdson – 15 years at EFR
Mike Sivertson – 10 years at EFR
Patrick Winters – 5 years at EFR
- Still having engine issues with the newer Fords, Evan has written Ford Cooperate a letter seeking resolution on either a tremendous discount on replacing the units or extending the warranties to 150,000.
- Still awaiting the results of our billing and caller intake audit – expect to hear in May.
- Emergency Medical Tech. B class may have to be cancelled due to lower than expected enrollment.
- Documentation seminar is scheduled for May 14
- Life saver awards presented to Doug Bell and Gina Zitella for providing successful bystander CPR to Jeanne Womacks March 19th
- Code Saver Awards presented to 16 EFR members for their part in saving the life of Jeanne Womacks. (Jace Karford, Christy McCormick, Bryce Lipson, Dave Montesi, Patrick Winters, Chris Leahy, Cheryl Denbow, Dale Tolan, Vikki Hakes, Matt Swinden, Marlis Wadleigh, Wayne Hazeldine, Jon Steckel, Dave Skerda, Steve Miller, and Gary Cronk)
- 980 Students have learned CPR since March 27, 2012.

Fire Operations:

- Progress toward our operational goals:
 - \$0 wild land fire loss. Wildland fire training help at Indian Creek Ranch Saturday, May 4 with almost 30 firefighters participating including Foothills Fire. Goal was to work on squad boss task books and engine boss task books. Thanks you J. deDisse and S. Martin for hosting and organizing.
 - Implement Officer Development program: April officer meeting included a sand table exercise which included Travis Griffin (Jefferson County Sheriff's Office Wildland Duty Officer), Mike Rubenstein (Jefferson County Sheriff's Office), Scott Halladay (Jefferson County Sheriff's Office Wildland Crew) and Del Kleinschmidt (Jefferson County Sheriff's Office Mountain Precinct Captain) as guest speakers. Excellent exercise made possible by Kevin Gilbert and Kevin Evens.
- Active911 app has been well received and heavily used in fire operations. We will integrate dispatch into using it as well.
- Company training for May will be district familiarization.
- Very busy month of April with four reported structure fires, one causing a wildland fire. All four fires were stopped quickly resulting in minimal damage. Also assisted in 2 mutual aid fires, Elk Creek and Clear Creek utilizing our auto-aid water support.
- Captain Keith Haugrud is leaving the fire department. Keith has been a valuable member of the wildland team. The Haugruds are moving to California.

Fire Prevention:

- Will be teaching fire extinguisher training to the TRIAD Senior Safety Program (50 seniors) a program with the Jefferson County District Attorney's office, on 28 May.
- Contract work for Elk Creek and Foothills is in full swing.

Maintenance:

- The main exterior man door installation in the front of dispatch is complete. The commercial door will provide reliable service for many years.
- The engine in 136 developed a significant oil leak recently. The blower, a component that forces air into the engine failed. It was replaced and the unit returned to service. The total cost of this repair is \$1,500.00.
- Essential Safety Products (ESP) was the selected contractor to furnish an order for 90 SCBA bottles. EFR created a request for quote (RFQ) and ESP was the most competitive. The bottles

will be phased into inventory the first of May. ESP is accomplishing the testing and repair of our SCBA inventory as well.

- Medic 1913 developed a mechanical failure causing the medic to stop the vehicle immediately on the parkway. The turbo charger failed and was repaired under warranty. The vehicle has been returned to service.
- EFR continues to realize unacceptable performance from the fleet of ambulance chassis. The situation is being carefully monitored to protect EFR interests. Analysis will be undertaken to insure EFR doesn't become upside down with regards to paying for repairs upon the expiration of the warranty. Parallel to that effort, alternatives are being considered in the event that it becomes advantageous to move away from Ford prematurely. Our efforts are focused on the Dodge product at this time. Many similar fleets have made the transition to Dodge. These operators will be solicited to gain insight into the performance, economics and durability of this product.
- The installation of the new mobile radios is complete. The older, antiquated radios will be removed when the new system has been proven and commissioned.
- During the month 29.25 hours of contract labor were performed.

Training:

- EFR Hosted a Volunteer Fire Insurance Services (VFIS) Driver Instructor class on May 4th and 5th.
- Four firefighters and Doug Saba attended Fire Department Instructors Conference (FDIC).

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

PUBLIC COMMENT:

Jerry Smith: Addressed the Board regarding new legislation in regard to recall elections, how they function, and how few signatures are required to initiate a recall (300). He wanted to make the Board members aware of his intentions to work toward changes in the number of signatures required on a petition to a percentage of the voters in that district and how the expense that these elections can have on the organization is handled at a legislative level. The cost of the recent election is estimated to cost each tax payer in the district at least \$10 in tax dollars. He feels that if people had been aware of the cost they would have been less likely to have signed the petitions to force a recall election for an issue that was not based on malfeasance, ethical, or similar issues.

Paul Piel: Addressed the Board to observe that the roof of the new building under construction is too shiny and presents a hazard to drivers on the adjacent street. He also questioned that the training building would be using wood to create smoke during training instead of theatrical smoke. He questioned the intentions for documenting the conditions, materials, and duration of each training event. He asked when the Master Plan would be completed. He questioned the timeline for release of response time data. He questioned the issue of insurance companies that are not willing to insure property that is more than 5 miles from a fire station.

Bob Gottsman: Addressed the Board in reference to an article that was published on April 24th regarding fire training facility information. He requested information about the foot print of the building, and how fire will be contained within it.

APPROVAL OF AGENDA: Director deDisse made a motion to approve the agenda as amended placing the Division Report first followed by Public Comment. Seconded by Director Leswing; motion carried.

APPROVAL OF MINUTES:

- April 9, 2013 Regular Meeting Minutes – Director deDisse moved approval of the minutes as presented and place on file; seconded by Director Leswing; motion carried.
- May 1, 2013 Special Meeting Minutes – Director deDisse moved approval of the minutes as presented and place on file; seconded by Director Leswing; motion carried.

PRESENTATIONS: The March 2012 Financial Report was presented by Brendan Campbell of Pinnacle Consulting (See Attached). A more comprehensive quarterly document showing some investment changes for higher yields and diversification. The 2012 Audit has been completed and will be presented at the June meeting by representatives of Cutler and Associates and Amanda Castle of Pinnacle Consulting. As an outside agency providing CPA services he is required to attach a standard report with their statements to show that they are not doing all of the bookkeeping on a day to day basis and that as far as they know the accounts are in good order and the Financial report is accurate as based on this. We are in good standing on the general fund and debt service fund. The bond fund will be applied this year for the training building.

Director deDisse moved to approve and place on file the March 2013 Financial Report; seconded by Director Leswing; motion carried.

The Sage payroll module has been installed and is in use. Thank you to Sylvia for all of the time and care in getting all of the data into the system. This was a huge effort and the program will for itself within the year.

UNFINISHED BUSINESS: None

NEW BUSINESS:

- **Spending Authorization 2013-0004:** The installation of aspen tree clumps (5) along the outside of the wall of the maintenance facility at Station 2. Director deDisse moved to approve; seconded by Director Leswing, motion carried.
- **Tabor Ballot Issue for November 2013:** Information only we will not be applying for the ballot as we do not anticipate a mil levy increase for 2014.
- **Proposal to reschedule the July 9th meeting of the District Board to July 16th:** Director deDisse made a motion to approve the rescheduling of the EFPD July Board Meeting to July 16th at 7:00pm. The 401a Pension Board meeting will be on July 16th at 6:15 pm. Director Leswing seconded the motion; the motion carried.
- **EVFD Pension Board Meeting:** due to lack of a quorum on May 14th the meeting has been rescheduled to precede the June 11th meeting at 6:30 pm.

BOARD MEMBER COMMENTS:

Director deDisse: Thanked Sandy Barnes of the Canyon Courier for the great article about the annual Wildland Weekend training. It was a great training event for the firefighters since we didn't have an academy class this spring. Also greatly appreciate the paramedics and the huge contribution they make to the organization and to Evergreen.

Director Leswing: There will be an MCI event at DIA on June 5th at 8 am if anyone would like to volunteer as a victim for the exercise. Contact her if you are interested in volunteering

Director Christensen: Congratulations and thanks to Chief Weege for his work with the radio project, the bond refinance, and the training building. And to express his appreciation for the Conference that was put on May 14th in the building.

MEETING ADJOURNED

Director made a motion to adjourn; Director seconded the motion; the motion carried; the meeting adjourned at 8:46 pm.

NEXT MEETING DATES

Pension Board Meeting June 11 at 6:30 pm in Training Rooms A & B

Regular District Board Meeting June 11 at 7:00 pm in Training Rooms A & B

Respectively Submitted,
Carol Hucker
Office Manager