



MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE EVERGREEN FIRE PROTECTION DISTRICT JUNE 18, 2013

The regular meeting of the Board of Directors of the Evergreen Fire Protection District was held on June 18, 2013 at the Administration/Training Building, 1802 Bergen Parkway, Evergreen, Colorado.

MEETING CALLED TO ORDER Director Kling called the meeting to order at 7:15 P.M.

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

ATTENDANCE

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

ALSO IN ATTENDANCE: Joe Stein, Mike Novick, Bob Walter, Chris Johnson, Sean Wood, Evan Soibelman, Christy McCormick, Bryce Lipson, Mike Weege, Carol Hucker

APPROVAL OF AGENDA: Approved as presented.

PUBLIC COMMENT:

None

APPROVAL OF MINUTES:

- May 14, 2013 minutes to be amended to show that Director Leswing joined the meeting at 7:25 pm. Minutes accepted as corrected.

PRESENTATIONS:

- The April 2013 Financial Report was presented by Brendan Campbell of Pinnacle Consulting (See Attached). Problems of the last 9 months in the accounting software have been rectified by integrating into the same software package. Reconciliation of the books is faster and easier now that Sage is being used for both systems. Uploading of the purchasing card information to Sage has now been resolved and should reflect in the budget soon for the proper coding of expenses to the appropriate account. The cost of the recall election is at \$132,187.99 without including staff time expenses. Estimates for the cost of the election were based on 20,600 eligible voters in the district. There were only 17,445 registered voters which accounts for the cost being less than anticipated. Just less than 8,000 ballots were returned of the 17,445 that were sent out for close to 50% participation in the election. The directors requested an estimate of staff hours be provided and the cost of this time toward the recall election. Director Christensen moved to accept and place on file the April 2013 Financial Report. Seconded by Director Leswing, motion carried.
- The Draft 2012 Financial Audit was presented by Brendan Campbell. Revisions/Corrections determined by the audit committee will be incorporated into the final audit to be presented at the July meeting and then filed with the state.

DIVISION REPORT

Administration/ HR/ IT/ Training:

- Sexual Harassment training completed.
- Radio Project: All parts will be received in staging by the end of June. The build will begin in July. No news on the FCC waiver at this time.
- Training Building: Trees have been planted to complete the site plan agreement with Jefferson County Planning. Response from one neighbor is positive about the aspens and the brick on

the building. Concrete final pour can take place once final county inspections are completed. Roof painting is being bid by painting companies to improve traction on the surface.

- Annual Rodeo parade had great representation with trucks and firefighters.

Communications:

- Phone system installation began on June 6th and will be completed on the 28th when service is cut over.
- Deb Orton has replaced Bessie Doone as a full time dispatcher following Bessie's departure May 20th. Luz Vazquez has completed her training and been added to the part time group.
- Shift changes started the first of the month.
- May Calls: 911Calls = 93; Admin Calls = 881; Total Calls = 974

Emergency Medical Services:

- Hoping to have the results of our billing and caller intake audit next month.
- EMTB class is scheduled to start June 18th if everyone who is signed up prepays. We need a minimum of 8 students.
- Feedback about the documentation seminar has been nothing but positive! Huge success per our RETAC representatives and many other organizations are now looking at their practices.

Fire Operations:

- Recruitment is in full swing for an academy to start in September. Some losses of members with retirements and resignations. Have about 78 firefighters on the roster at present.
- Successful conclusion to the Blue Bell fire. No injuries, no structures lost.
- Fire Bans in place for both counties at present within the district. Red flag days becoming more frequent. Staffing station 1 on bad days.

Fire Prevention:

- This year's September Safety event will be combined with the Bergen's (Meadow and Valley School) Fall Carnival on 29 Sept. The event will be held at the Bergen Meadow School's property. More information to follow.
- Natural Grocers expansion project is complete. Upcoming commercial projects: Walmart and Kaiser (both renovation) and Evergreen Kingdom Hall Of Jehovah's Witness(fire alarm)

Maintenance:

- Received a very flattering voicemail from Captain Martin following use of one of the type-7 brush trucks on the Bluebell fire recently. His experience was very positive and the performance seemed to exceed his expectations. Humbled by his gratitude, this achievement is truly an organizational success. All facets of our organization were involved in this project from conception to prototype development to commissioning and testing. We are truly a diverse department that is very rich with talent.
- Essential Safety Products personnel and several of our Volunteers made the transition of new SCBA bottles painless. They managed the logistics to locate and deliver the bottles to staging. Upon completion and filling they were returned to service. The ESP technician worked to remove the valves, rebuild and install them. The bottles were filled and returned to service.
- A recommendation was prepared and delivered to the Chief to re-chassis an unreliable ambulance. Significant research was conducted in the process of the selection. The consensus from other fleet operators is that the Dodge product is fulfilling their expectations. Upon the conclusion of several test drives, we remain pleased with the performance of the Dodge chassis in many respects. Our goal is to remount the body from 5438 onto a new chassis to improve reliability.
- The best solution to replace the failed roof at station #1 one has been determined. Analysis of the existing roof revealed systemic failure over a significant portion of the roof. Several options were considered including spot repair, coating and replacement. The best long term and most reliable solution are to replace the roof considering the large amount of failed substrate. A local roofing contractor provided the best solution most economically. A proposal was provided to the Chief for approval.
- Following significant communications with engineers, a method has been prepared to add another garage door to station #7. Four engineering companies were solicited and only two responded. With "in house" assistance, we may be able to stay within our projected budget of

\$35,000.00. A recommendation was prepared and provided to the Chief for review and approval.

- Our relationship with Grainger is proving more lucrative than expected. This spring we noticed that the parking area surrounding the 1802 campus had widening cracks developing. Contractors were solicited and returned proposals to complete repairs that averaged \$5,000.00. Tooling for this type of repair was available through Grainger. Following negotiations, EFR bought the tool for \$1050.00, \$300.00 less than Granger paid for it. EFR will realize a significant cost benefit ratio immediately. Compounding the benefit, the tool can be used for many years and at other locations. They are willing to do what is necessary to get our business. Duracell dry cell batteries, typically used in large volume for our SCBA, are now being purchased from Grainger for approximately 50% of what we paid through Interstate battery. Opportunity remains to grow this equitable relationship.
- Following an analysis of trash removal resources that service Evergreen, Waste Management, our current provider, is the most economical. EFR will continue to use this company.

Training:

- Five firefighters began a firefighter II training program, which will run for 5 weeks. They will take their state exam in June.
- Eagle Scout project conducted June 1st at Station 1 involved cleaning of the station as well as inside and outside of all compartments on the trucks. Thank you Troop 88.

JUNE 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	July-13	HR completed and being presented for review by board.
Evacuation Routes	2011	Sept-13	Maps being distributed to affected areas and added on website as completed. Additional neighborhoods being compiled.

UNFINISHED BUSINESS:

Meet with the Brook Forest Water District to update the IGA with changes to the parameters to allow us to increase water usage from 1,000 gallons to 20,000 for training and 40,000 for structure fires. Collins Cockrel & Cole are reviewing. Brook Forest Water District again asked for assistance with legal fees they incurred as a result of damage to Stevenson Dam.

NEW BUSINESS:

- By Declaration of the Board of Directors the July board meeting will be rescheduled to July 16, 2013 at 7:00 pm with the 401a pension Board to precede at 6:00 pm and the Volunteer Pension Board to follow at approximately 8:30 pm.
- Resolution No. 2013-0002: Motion by Director Simons to authorize reimbursement of George Kling for expenses incurred during the recall election as allowed by Section 1-12-120(2), C.R.S., Motion was seconded by Director Christensen, discussion ensued. Vote 3 yeah, 2 abstain.
- Spending Authorization 2013-0005: Matching funds for the UASI Funded Evergreen VHF Interoperability Migration Grant. Motion by Director Christensen for approval, second by Director Simons, motion carried.
- Spending Authorization 2013-0006: Station 1 Roof Replacement. Motion by Director Christensen, seconded by Director Leswing, motion carried.
- Spending Authorization 2013-0007: Station 7 Addition of garage door and driveway. Motion by Director Christensen, seconded by Director Simons, motion carried.
- Spending Authorization 2013-0008: Remount Chassis Ambulance 5438. Motion by Director Christensen, seconded by Director Leswing, motion carried.

BOARD MEMBER COMMENTS:

Director deDisse: The Blue Bell fire had the outcome we train for. Thank you Chief Johnson and EVFD.
Director Christensen: No structures lost, no injuries, great participation with mutual aid and IMT. CodeRed worked and we can't ask for more. Recent fires at midday with an impressive turnout are a testimony to the firefighters.
Director Leswing: We are very fortunate that the Blue Bell went our way, planning and training are essential.
Director Simons: Our fire training came into play and we can take advantage of the lessons learned on the Blue Bell fire. We don't take live fire training lightly.
Director Kling: On behalf of the board we appreciate the division heads and want you to relay to the members of your divisions our respect and admiration for all that you do.

MEETING ADJOURNED

Director Christensen moved to adjourn; Director Leswing seconded the motion; the motion carried; the meeting adjourned at 9:30 pm.

NEXT MEETING DATES

401a Pension Board Meeting July 16 at 6:00 pm in Training Rooms A & B
Regular District Board Meeting July 16 at 7:00 pm in Training Rooms A & B
Pension Board Meeting July 16 at 8:30 pm in Training Rooms A & B

Respectively Submitted,
Carol Hucker
Office Manager