



## MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE EVERGREEN FIRE PROTECTION DISTRICT JULY 16, 2013

The regular meeting of the Board of Directors of the Evergreen Fire Protection District was held on July 16, 2013 at the Administration/Training Building, 1802 Bergen Parkway, Evergreen, Colorado.

**MEETING CALLED TO ORDER** Director Kling called the meeting to order at 7:03 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, Jeff deDisse, Dave Christensen, Valeri Leswing.

**ALSO IN ATTENDANCE:** Frank Dearborn, Doug Saba, Matt Swinden, Sandy Barnes, Paul Peil, Christy McCormick, Mike Weege, Carol Hucker

**APPROVAL OF AGENDA:** Approved as presented.

### **PUBLIC COMMENT:**

- Lt. Matt Swinden expressed the appreciation of the volunteers for the new training building. On July 15 EVFD was able to hold their first training session involving hose deployment and water application. It took 20 minutes to set up the training and 30 minutes to breakdown. They were also able to break 3 crews away to assist on medical aid calls during their training.

### **APPROVAL OF MINUTES:**

- June 18, 2013 Minutes: Director Leswing moved for approval, seconded by Director deDisse, motion carried.

### **PRESENTATIONS:**

- The May 2013 Financial Report was presented by Chief Weege (See Attached). Director deDisse moved to accept and place on file the May 2013 Financial Report. Seconded by Director Leswing, motion carried.

### **DIVISION REPORT**

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

- Training Building: Final concrete pour will be complete next week. The roof painting quotes are in and work will be completed in the week of July 15th. There are still a few open items on the punch list I will work through with the contractor, but the building is ready for use.
- The phone system switch-over has been delayed until July 26<sup>th</sup> due to many unfinished issues by Century Link.
- Evacuation signs (5) have been placed in strategic locations near the "HIGH" fire danger neighborhoods with evacuation fliers for people to take. Thank you Doug for getting these out to the public.
- Estimates for time/expense of admin staff on the recall election, including only that time period after the petitions were certified and prior to the day of the election, were calculated to be \$14,700.

#### **Communications:**

- Radio Project: All parts were received in staging. The build has begun with Station 2, followed by Squaw Mountain and then Bear Mountain.
- June Calls: 911Calls = 138; Admin Calls = 1541; Total Calls = 1677

#### **Emergency Medical Services:**

- Ten students started the Emergency Medical Technician Basic (EMT-B) class in June. The class will run all summer long. Continuing Education (CE) Credit is available for the firefighters.
- Documentation audit results will be presented in a conference call on July 26<sup>th</sup>. We are eager to hear the presentation.

**Fire Operations:**

- Academy: Recruiting continues for a class to start in late August. Over 20 applications have been received. Volunteers are working tables around the district to get people signed up.
- 0% Wildland Fire loss: A busy month with very active lightning storms and a structure fire as a result of the lightning storm. A small lightning strike fire was called in by a resident and found by Capt. Martin and Jeff Ashford. Fire took 1 ½ days to mop up due to difficult access. EVFD deployed crews to Black Forest, Lime Gulch and West Fork fires.
- Officer Training: The officers will be working with Tony Shepperdson on additional Multi-Casualty Incident (MCI) trainings.
- Doug Saba and Stacey Montague have organized an open house at Station 8 in Brook Forest on July 17<sup>th</sup> at 6:00 pm for the neighbors who may have questions about the Bluebell fire. Fire and Sheriff Departments representatives will be present.
- Research continues on a replacement Tender for Station 8. The tender in service there is a 1989 Mack that has served us well but has reached the end of its service life.
- During the first 6 months of 2013 EFR has been called out on 112 smoke checks and 50 confirmed fires. By comparison during the first 6 months of 2011 we went on 78 smoke checks and 27 fires. In 2012 there were 138 smoke checks and 19 fires during the first half of the year.

**Fire Prevention:**

- New Commercial Projects: a new 11,200 sq ft church, corner of CR 65 and Evgn Pkwy; two commercial buildings on El Rancho Road are in the preliminary approval phase at JeffCo Planning & Zoning.
- Thank you WalMart for donations of \$100 gift card to pay for water/Gatorade and free poster printing (over \$140) covering the danger of leaving your child in a hot car. In the near future, we will be presenting WalMart with a plaque.

**Maintenance:**

- Three proposals were presented to the Board to remount an ambulance body, replace the roof on station #1 and modify station #7. The remount is forecast to be completed May 2014. There is a high demand for chassis at this time. Surveying and grading have begun to accommodate the improvements approved by the Board at Station 7. This project is expected to be complete by the end of August. The station #1 roof replacement will be initiated soon.
- The hydraulic pump and monitor failed in 137 following its deployment into Black Forest. We are engaged in repairing both at this time. We will submit a request to the Division of Fire Prevention and Control for reimbursement when all repairs are invoiced.
- The transmission failed in 157 following a deployment. Fortunately the crew was able to return it closer minimizing the tow bill. A more robust transmission will be installed to minimize the likelihood of this reoccurring. A claim will be submitted for this failure as well.
- The well at station #3 was struck by lightning in June. The damage was limited to the well minder, a device that turns the pump off in the event of a dry well. The station was without water for only a few days. The damaged parts will be replaced.
- Contract Maintenance for June had 21.75 hours of labor performed and 35.5 hours of labor collected.

**Training:**

- Firefighter II class completed by 5 students. Each firefighter taught one section of the class. State written exam scheduled for July 11. Practical exam to be scheduled later.

**JULY 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 presented for review
Evacuation Routes	2011	Sept-13	Maps being added on website as completed and distributed.

### **UNFINISHED BUSINESS:**

- The 2012 Financial Audit was presented by Chief Weege. Director deDisse moved to approve and place on file the 2012 Financial Audit. Seconded by Director Lewsing, motion carried.
- The Revised Employee Handbook was presented to the Board for review and comments. No Board action is required.

### **NEW BUSINESS:**

- Resolution No. 2013-0003: Motion by Director Leswing to authorize reimbursement of Charlie Simons for expenses incurred during the recall election as allowed by Section 1-12-120(2), C.R.S., motion was seconded by Director deDisse, motion carried.
- Resolution No. 2013-0004: Motion by Director deDisse to authorize reimbursement of David Christensen for expenses incurred during the recall election as allowed by Section 1-12-120(2), C.R.S., Motion was seconded by Director Leswing, Vote: 3 aye, 1 abstain.
- Spending Authorization 2013-0009: Concrete Deck at Training Building: Motion by Director deDisse for approval, second by Director Christensen, motion carried.

### **BOARD MEMBER COMMENTS:**

Director Leswing: After seeing the tragedy of the Arizona fire reminds us that trees grow back and houses can be replaced, requests our firefighters be smart and safe on scene.

Director Christensen: The outcome of two different types of audits both point to how well we are working. He is looking forward to seeing the 10 year plan and what we will be working on next.

Director deDisse: The Arizona tragedy was the "perfect storm" type of fire situation that we never expected to see again after Storm King, its heart wrenching.

Director Kling: Please pass it back from the division heads through the officers to the firefighters that we the community understand the threats and risks of living up here we do not expect you to risk your lives to save homes.

### **MEETING ADJOURNED**

Director deDisse moved to adjourn; Director Leswing seconded the motion; the motion carried; the meeting adjourned at 8:05 pm.

### **NEXT MEETING DATES**

401a Pension Board Meeting August 13, 2013 at 6:30 pm in Training Rooms A & B

Regular District Board Meeting August 13, 2013 at 7:00 pm in Training Rooms A & B

Pension Board Meeting August 13, 2013 at 8:30 pm or immediately following the District Board Meeting in Training Rooms A & B

Respectively Submitted,  
Carol Hucker  
Office Manager