



## MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE EVERGREEN FIRE PROTECTION DISTRICT JULY 8, 2014

The regular meeting of the Board of Directors of the Evergreen Fire Protection District was held on July 8, 2014 at the Administration/Training Building, 1802 Bergen Parkway, Evergreen, Colorado.

**MEETING CALLED TO ORDER** Director Kling called the meeting to order at 7:01 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, David Christensen, Mike Gregory, John Anderson. Director deDisse joined the meeting in progress at 7:20 pm via phone bridge.

**ALSO IN ATTENDANCE:**, Bob Walter, Doug Saba, Connell O'Brien, Christy McCormick, Jim Rae of Poysti & Adams, Bill Cronk, Wayne Shephard, Frank Dearborn, and Mike Weege.

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

### **APPROVAL OF MINUTES:**

- June 10, 2014 Regular Meeting Minutes: Approved as presented.

### **PRESENTATIONS:**

- **2013 Financial Audit:** Jim Rae of Poysti & Adams presented the audit for approval of the Board of Directors. The audit expresses and opinion for the financial condition of the district. Cash and cash equivalents dropped about \$500,000 compared to 2012. Noncurrent liabilities or debt dropped about \$500,000 also. Cash and investments were used to pay off the General obligation bonds. Receivables were down about \$200,000 from 2012. Capital assets are up but this is mostly due to donated assets from UASI as part of the radio conversion and from the JCECA for the telephone upgrade. Accounts payable decreased slightly. Short term revenues dropped about \$270,000. The district will need to contribute funds to catch up with the downturn in the market to remain in a sound position. The bonds that were refunded will begin repayment next year. The actuarial assumptions are affected by the drop in the inflation and the interest rates. In fiscal 2015 the actuarial loss will have to be on the balance sheet for long term statement of net position. Investment gains in the pension fund exceeded the budget. Brendon Campbell of Pinnacle Consulting pointed out that the audit shows we were within our budget. Director deDisse moved for approval of the draft of the audit with the final changes to be made before submittal to the state of Colorado; Director Christensen seconded the motion; the motion carried.
- **May 2014 Financial Report:** Brendon Campbell of Pinnacle Consulting; the graphs and net expenditures that Directors Christensen and Anderson requested have been added to the board packet. Director Christensen moved for approval of the May 2014 Financial Report as presented to be placed on file; seconded by Director Gregory; motion carried.

### **DIVISION REPORTS:**

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

- Annual picnic will be held on Saturday, June 19<sup>th</sup>.
- Compensation analysis ongoing. Laura and Carol still collecting data. Have about a 30% response from the agencies that were contacted.
- IT has the new server in and function. Allen Tech is doing a great job working through all of the replacement and issues that were identified. Comcast fiber installation pushed back to week of July 17<sup>th</sup> as the back up to the CAD system. Will also tie into the internet system.

#### **Communications:**

- North Fork Fire is online now for dispatching and it is going well so far. All of the initial groups are on the system now. A few more departments are still in conversation with their boards regarding switching to EFR. Despite some hiccups with technology the dispatchers are doing an amazing

job of covering everything. Currently dispatching for Foothills, Inter Canyon, Indian Hills, Elk Creek and North Fork. An estimate is that these generate 8 – 10 calls within a 24 hour period. Getting good feedback from the other districts and the dispatchers are feeling good about the accomplishment and being busier especially over night. First quarter of dispatching was invoiced to JCECA at \$383 reflecting the phasing in of each agency.

- Trittech taking a lot of energy with the new CAD system to get it ready to install.
- The 3 new trainees are now half way through their training and its going well.
- Kudos letter in the packet acknowledges Jenny for a call she took. Great job Jenny.
- Congratulations Ron and Jackie Pedigo for new baby Morgan.
- EFR Calls for the month of June: Admin = 1193; 911 Calls = 162; Total = 1355

### **Emergency Medical Services:**

- New ambulance has some minor quirks that are being worked out. A hum in the harness in the back but overall pleased with the product after the last year plus of fighting with the Ford problems.
- At the Davidson memorial service Bob was approached and told how much they appreciated the department stepping up for them during their time of need. It was seen from a different perspective than from on the operations side where both Hal and Mark served EFR. He really appreciated that the ambulance crew came back in to check on them at the hospital when they came back in on another call the same day. Mark also expressed his appreciation to Chief Weege for the presence of the Honor Guard both at the cemetery and at the memorial service.

### **Fire Operations:**

- Mike Gregory retired after 11 years of service. Dave Marshall, Scott Martin, and Mike Novick have also retired. All were heavy hitters on the department with running calls and taking on special rolls. Thank you to all for their service to the community.
- Setting up preplan maps and information for wildland fire evacuations. Jeff Ashford and Jeff deDisse heading this up and starting with the JeffCo Outdoor Lab School. The Mt. Evans and the Windy Point locations should be very similar for strategy and tactics. Other locations will follow. There will be training at the Mt. Evans location on Saturday, July 12<sup>th</sup>.
- August 2<sup>nd</sup> will be the meet and greet for the new academy families. There are 33 applicants. This allows the family's time to ask questions and meet each other and find out what their student will be going through in terms of physical and time requirements.

### **Fire Prevention:**

- A lot of new construction coming ore recently completed. Big R is open. New assisted living facility will go in on Rocky Village Drive, Wildgame being remodeled at the old Cinema.

### **Maintenance Division:**

- Preconstruction meeting with MaxFire for the new tender that has been contracted. Found some things both sides missed and were able to eliminate/ change a few things to reduce the cost slightly. It's an eleven month process to get the truck built. It's been scheduled and should be here next spring.
- Hose testing was completed in 3 days and we are very pleased with the company that was contracted. The work and the data are excellent. They were also approached about ladder testing.
- Thank you to Terry Wehnes for his assistance with the radio installations and programming for the trucks.
- Evan is working on annual pump testing for the trucks. We also do pump testing for other departments or rent the test pit to them to use with their own crews.

### **Training/Community Education:**

- A lot of schools doing alarm upgrades this summer. Lots of inspections,
- Fire and Life Safety Educators meeting was held here in June in the auditorium.
- Lots of bike races and marathons coming through this summer. Helping with coordination for safety. Involving operations, prevention, EMS, dispatch. Paid for support for manning stations.
- Lots of active shooter training being done with fire, ems and police departments. Free training and all should take advantage of it. Our mass casualty training that Tony has done in the last few years is important to this support. Discussion with the board members ensued.
- Congratulations to Doug for his retirement from Brighton Fire. Twenty years of fire service.

**JULY BOARD MEETING TOPICS:**

<b>Active Topics:</b>	<b>Initiated</b>	<b>Scheduled/ Completed</b>	<b>Recommendations</b>
Strategic Planning Meeting	Mar-10	Aug-14	Strategic Plan will be for ten years instead of 5.
Energy Audit	April-14	TBD	Director Christensen

The strategic plan draft is being compiled from the division managers and the focus group will be invited back to share it with them.

The energy audit is waiting on the report to come back from the contractor for Xcel that audited the buildings. Based on the results of the audit there will be a focus on where energy rebates are available. For solar energy based on our consumption we would need to front the capital cost of usage to buy into a solar farm or garden. Financing this option is being reviewed. Anticipate there will be lighting upgrades available for energy cost reductions at a minimum.

**UNFINISHED BUSINESS:**

- None

**NEW BUSINESS:**

- Resolution 2014-0004: Designating the Official Custodian of Records and Adopting a Policy on Responding to Open Records Requests: Establishes the cost for records requests and the policy for compliance with the Colorado Open Records Act. Director Christensen moved to approve Resolution 2014-004 Designating the Official Custodian of Records and Adopting a Policy on Responding to Open Records Requests; seconded by Director Anderson; motion carried.
- Residency Program for Station 1: The senior officers and our legal advisors put together this agreement for an individual to be allowed to live in Station 1 and in exchange to be available as responding for a specific number of hours per month. The individual would be restricted by the handbook, bylaws, and SOGs of the district and must be a C driver or obtain that qualification within 3 months. Discussion ensued. It was determined that the board in general supports the concept and it should be moved forward for finalization.

**BOARD MEMBER COMMENTS:**

Director Gregory: Expressed pride at being a member of the department when at the rodeo the queen was thrown and the great job that was done by EMS and rescue to get her safely transported.

Director Anderson: Good decisions and thank you all.

Director Christensen: Thank you.

Director deDisse: Thank you to all who helped at the fire at his place. Thank you for saving the Christmas trees.

Director Kling: **Thank you Bob for expressing your feelings – what's important.**

**MEETING ADJOURNED:** Director Christensen made a motion to adjourn the meeting; seconded by Director deDisse; motion carried.

**NEXT MEETING DATES:**

Volunteer Pension Board Pension Board Meeting August 12, 2014 at 6:30 pm in Training Rooms A & B  
Regular District Board Meeting August 12, 2014 at 7:00 pm in Training Rooms A & B

Respectively Submitted,  
Carol Hucker  
Recording Secretary