



MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE EVERGREEN FIRE PROTECTION DISTRICT SEPTEMBER 17, 2013

The regular meeting of the Board of Directors of the Evergreen Fire Protection District was held on September 17, 2013 at the Administration/Training Building, 1802 Bergen Parkway, Evergreen, Colorado.

MEETING CALLED TO ORDER Director Kling called the meeting to order at 6:59 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, Valeri Leswing, Jeff deDisse, David Christensen was in attendance via teleconference.

ALSO IN ATTENDANCE: Bob Walter, Chris Johnson, Bryce Lipson, Christy McCormick, Doug Saba, Mike Novick, Sandy Barnes, Mike Weege, and Sylvia Zamperin.

APPROVAL OF AGENDA: Amended to delete under new business the statement from Director Simons. Director Leswing moved approval of the amended agenda; seconded by Director Christensen; motion carried.

PUBLIC COMMENT: None

APPROVAL OF MINUTES: Director Simons moved to accept the minutes of the August 13, 2013 District Board Meeting as presented, seconded by Director Leswing, motion carried.

PRESENTATIONS:

- The July 2013 Financial Report (see attached) on track for budgeted amounts. Director Leswing made a motion to approve and place on file the financial report; Director Simons seconded, motion carried. The draft Budget for 2014 will be presented at the October Board meeting. Jefferson County tax revenue is 5% down. Budget is being tightened.

DIVISION REPORT

Administration/ HR/ IT/ Training:

- Radio Project: The cutover to live will take place on September 24th. We will continue drive testing for another 2 – 3 weeks. Very solid at this point.
- Kudos to Fire Operations Chief Johnson, Chief Marshall, and former Chief O'Connell for how organized and smoothly things were functioning and Bob Walter for his extra hours and efforts.
- We have over 20 volunteers from the community to participate in the focus group for the Strategic Plan. Work continues on the Statement of Coverage and the Risk Assessment. The first meeting will be scheduled soon.
- We are planning an internal survey of the organizations members for later this year to measure where we stand relative to the last survey done.
- Interviewing and proposal requests are out for an IT support group.
- HR (Nick) presented the compensation analysis results to the paid staff at their monthly staff meetings. President Kling and Vice President Simons were made aware of the presentations as they are members of the compensation committee.
- 2014 Draft budget will be presented at the October 8th Board Meeting.

Communications:

- Two part time dispatchers have been scheduled for orientation on September 19th with training to begin as soon as possible after that date.

- Hosting an Emergency Medical Dispatch class in October for a week. Christy will be teaching the instructor portion. Vanessa and other area EMD instructors will teach the provider portion of the training.
- Christy attended the Association of Public Communications Officials annual conference in Anaheim on Aug 18th – 22nd.
- August Calls: 911Calls = 167; Admin Calls =1600; Total Calls = 1767

Flood 2013 Overview:

- Normally the creek runs at 28 cubic feet per minute (cfm) this time of year and it crested at 1250 cfm Sunday night. In the 28 years that data has been kept on the creek flow the highest it had previously been recorded was 128 cfm.
- Incident Command was set up in Dispatch with EFR as command for the entire time. Jefferson County Incident Management Team came in for support and took on the financial responsibilities of the National Guard, the sandbagging, and the swift water team for several days.
- Damage assessment going on now. Creek has dropped below 750 cfm now but the storm on the 16th was a concern and monitored it closely.
- Sandbagging and barriers in the downtown area to keep the creek from taking the Cactus Jack's building down and by Baskin Robbins at the pedestrian bridge. A lot of water damage inside the Cactus Jack's building.
- CDOT evaluating bridges and road damage. Significant bridge damage. We will preplan some fire and EMS routes as in some areas we may not have access other than on foot or ATV until repairs are completed.
- Beaver Brook Canyon Road was washed out and the alternate route to get to houses in this area has been undercut but half and is potentially unsafe for heavy vehicles to travel. We'll preplan this area also and may utilize brush trucks as we can to get structure equipment in to these areas.
- Eight commercial structures and 32 homes have water damage.
- Lots of twitter traffic during the flood and how we got the community to show up for the sandbagging on Sunday.

Emergency Medical Services:

- Happy to have Chris Mulberry joining us as a part time medic. Chris brings years of experience as not only as a field medic but an educator as well. We anticipate him being an asset to the EFR team.
- Beginning the 2014 ambulance licensing process with Jefferson and Clear Creek Counties.
- 2014 Budget – looking into creative ways of increasing EMS revenue
- Our first of what we hope to be an annual event, the EMT Basic class concluded on September 7th with their practical exam. 10 students began the class and 8 are expected to finish.
- EMS has the support of both Evergreen High and Clear Creek High in offering Emergency Medical Responder training to high school Junior's and Senior's interested in exploring a career in medicine. Students will be included in the probes EMR training portion of the academy based on availability.

Fire Operations:

- 9/11 Stair Climb and Red Rocks had great participation from our volunteers.
- Over the last months we have received many thank you notes from Colorado communities that our firefighters have helped during this wild land season. Specifically quite a few came from the Black Forest community and their Sheriff's Office. Great job and thanks to the crew who fought that fire.
- Big Chili had a big crowd this year. Congratulations Jeff Genender on your green chili win! Thank you Lt. Stacey Montague for coordinating. Thank you FF Josh Burnett for competing in the firefighter challenge. Thank you Dr. Leswing for competing in the chili competition. The money raised at the 2012 Big Chili was used to buy wildland packs.

Fire Prevention:

- Pancake Breakfast /Safety Day in conjunction with the Bergen Schools Fall Carnival will be held on the 29th of September. The pancake breakfast will be from 8-10:30 followed by Safety Day from 11 to 3. The Honor Guard will kick off the carnival at 10:30 am. Tours of the training building.
- The Jefferson County Safety Fair was a huge success. Over 240 people were trained in fire safety and extinguishers.

Maintenance:

- Back flow checks have been completed on schedule keeping EFR compliant.
- Ladder testing completed on 8/13/13 with only a single failure. A folding ladder failed and will be replaced, approximate cost is \$145.00.
- The roof protecting station #1 has been replaced with a plastic membrane. While the roof was removed, open electrical conduits were identified and temporarily repaired. Additional electrical repairs will be required in the future. Previously undetected damage was discovered when the roof was being repaired that created slightly higher cost. Wood fiber insulation was directly under the modified bitumen which became saturated with water due to the leaks that existed. The R value drops to 0 when wet and a potential to mold existed. The wet areas were identified and replaced.
- The hydraulic pump on 137 was replaced following failure during deployment, \$4,100.00 approximately. The apparatus has been tested and returned to service.
- The hydraulic motor was replaced on the Harrison 10kw generator \$1,600.00 approximately. The manufacture had one available from stock and claimed failures were extraordinary.
- A crack in the fire body was discovered recently on 171 and is being processed by the manufacturer as warranty. Repairs will most likely be accomplished by an in district repair facility once approval is granted.
- Ambulance mechanical inspections were conducted this month in preparation for licensing October.
- The maintenance budget is now a combination of apparatus, equipment and facilities. In the process of development, the ambulance fuel line item was reduced primarily due to the closer proximity of St. Anthony's.
- The addition of the garage door station #7 will begin early October. This date aligns with another project the General Contractor has in the area helping to control management costs.
- Contract Maintenance for August: 13 hours of labor performed; 12.75 hours collected.

Training:

- Annual School visits in October and November. Contact Doug to volunteer.
- A total of 5266.50 hours of training have been obtained from January 1st through August 1st this year by firefighters, paramedics, dispatchers, and admin staff.
- The administration building training rooms have been used 192 so far this year.
- 23 members have been involved in 16 outside training events to date in 2013.
- Taught Boy Scout first aid to 25 and gave a girl scout tour for 17.
- Worked with Elk Creek Assisted Living on evacuations, also with several Home Owners Associations.
- The first live fire training was conducted in the new facility for officer orientation and for the practical exam of Firefighter II candidates.
- CPR and orientation have been completed for the new academy class.
- The Dominos Pizza and Home Depot 2nd annual pizza/ smoke detector give away will be held in October.

SEPTEMBER 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	Aug-13	TBD	HR to review EVFD revisions
Evacuation Routes	2011	Sept-13	Maps being added on website as completed and distributed.
EFPD Bylaws/SOGs Review	Sept-13	Dec-13	Board to review for revisions or updates needed for 2014.

UNFINISHED BUSINESS:

Brook Forest Water District – Sent a check as requested by the EFPD board at the August meeting for \$500 deductible. They responded with disagreement of the EFPD board decision. We have responded. Nothing further has been received yet.

NEW BUSINESS:

Amendment to Pericle Contract for VHF Radio Conversion: Attachment C – Strategic Capital will be used to pay the overages. Director Leswing moved for approval of the amendment; seconded by Director Christensen; motion carried.

BOARD MEMBER COMMENTS:

Director deDisse: Thanks everyone for working so hard on the flood and kudos to everyone. And the community for taking care of the firefighters with food and support.

Director Simons: Out of town during the flood and pleased to hear how well the system worked to deal with the situation.

Director Christensen: Spectacular job by volunteers and paid staff.

Director Leswing: Adversity brings out true colors and the community worked hard together.

Director Kling: Neighbor helping neighbor as well as the fire department.

EXECUTIVE SESSION:

Director deDisse moved for the Board to enter Executive Session according to Colorado Statute CRS-24-6-402(4)(f) for discussion of personnel matters relating to scheduled feedback in the review period for Chief Weege. Director Simons seconded the motion. Motion carried. The Board of Directors went into Executive Session at 8:10 pm. The Board of Directors came out of Executive Session at 8:41 pm.

MEETING ADJOURNED

Director Leswing moved to adjourn; Director deDisse seconded the motion; the motion carried; the meeting adjourned at 8:42 pm.

NEXT MEETING DATES

401a Pension Board Meeting October 8, 2013 at 6:30 pm in Training Rooms A & B

Regular District Board Meeting October 8, 2013 at 7:00 pm in Training Rooms A & B

Pension Board Meeting November 12, 2013 at 6:30 pm in Training Rooms A & B

Respectively Submitted,
Carol Hucker
Office Manager