



MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE EVERGREEN FIRE PROTECTION DISTRICT DECEMBER 10, 2013

The regular meeting of the Board of Directors of the Evergreen Fire Protection District was held on December 10, 2013 at the Administration/Training Building, 1802 Bergen Parkway, Evergreen, Colorado.

MEETING CALLED TO ORDER Director Kling called the meeting to order at 7:04 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, Valeri Leswing, David Christensen, Jeff deDisse via teleconference

EXCUSED: Charlie Simons

ALSO IN ATTENDANCE: Bob Walter, Doug Saba, Christy McCormick, Chris Johnson, Bryce Lipson, Frank Dearborn, Bill Atkins, Evan Soibelman

APPROVAL OF AGENDA: Revised to include Spending Authorization 2013-0013 and radio wrap-up under new business. Director Leswing moved to approve the agenda as amended; seconded by Director Christensen, motion carried.

PUBLIC COMMENT: None

APPROVAL OF MINUTES: The minutes of the November 12, 2013 District Board Meeting approved as presented.

PRESENTATIONS:

- **October 2013 Financial Report:** Final assessed values \$15,000 less than anticipated for 2013 or a 3% decrease from last year. Personnel expenses that were trending high were determined to be in the guaranteed overtime calculations and this has been corrected for the 2014 budget. Motion to approve as presented by Director Leswing, seconded by Director Christensen, motion carried.
- **Resolution 2013-0007: Adoption of the 2014 Budget:** Director Leswing moved to approve the budget, seconded by Director Christensen, motion carried.
- **Certification of Tax Levies for Jefferson and Clear Creek County:** Director Leswing moved to approve the certification of tax levies, seconded by Director Christensen, motion carried.
- **Certification of 2014 Budget for the Division of Local Affairs:** Director Leswing moved to approve the certification of 2014 Budget, seconded by Director Christensen, motion carried.

DIVISION REPORTS

Administration / HR / IT:

- The first meeting with the focus group went very well. We have two new residents joining the group representing the Station 2 area/Hiwan. The second meeting was held last Thursday night covering response times and what items were not completed in the 2001 Master Plan.
- The high winds Monday blew the new tree by maintenance over. Spalding Trees has looked at the tree and is working out a solution.
- The organizational survey closed Nov. 30. We will prepare the responses for release. 71 people opened the survey and 61 completed surveys submitted.
- NEAT (North Evergreen Activity Trail) Group has completed their work organizing the 2 miles of trail construction that includes the walkway across the front of Station 2. They have donated their remaining funds to EFR with an agreement that we will maintain the trail by weeding and keeping it swept. Evergreen Park and Rec. will plow the snow.

- Frank and Carol spent a few days compiling information for FEMA about labor and equipment during the September flood to file for reimbursement. Total amount of \$3,094 was submitted. FEMA pays a percentage of this amount. The total submitted is based on the incident reports for equipment and personnel on flood related calls only at rates established by FEMA.

Communications:

- The new MCC7500 radio consoles have been placed on order, funded by the Jefferson County Emergency Communications Authority (JCECA). Our current Moducomm system will be replaced with this Motorola product in the 1st quarter of 2014.
- The CADD project with West Metro, MetComm, Littleton and Arvada has been held up briefly by the Jefferson County Emergency Communications Authority (JCECA) Advisory Committee. They are asking for more details on the product, describing what dollar amounts are for what parts of the project. We believe it will still be funded through JCECA and still plan to have it installed late 2014.
- The Mountain Dispatch project has been funded by JCECA for the surrounding district at 100% in 2014, 75% in 2015, 50% in 2016 and 25% in 2017. The intent is to allow these agencies time to work the cost into their department's budget. Right now Elk Creek, Inter-Canyon, Indian Hills, Foothills and North Fork have committed to the project. Genesee, Highland Rescue and Golden Gate have not committed. \$48,000 was also approved by JCECA for EFR to upgrade our infrastructure to accommodate these agencies. Pericle, the engineering group that worked with us through the radio project, is being contracted to complete this work.
- EFR is receiving \$54,000 in grant money through North Central Region (NCR) in conjunction with the continuing project with Clear Creek, Gilpin County and Blackhawk. We plan to use that money to add equipment to the Bellvue Tower site in Clear Creek County for better radio coverage on I-70 and the north end of our district. We also are adding receiving and transmitting equipment to station 2 to give us better coverage through the Lewis Ridge and Hwy. 103 areas.
- Clint Verseman has been released from training as a part time dispatcher. Clint was with EFR full time several years ago and we welcome him back. He brings a lot of experience and technical knowledge to our group.
- Calls for the month of November: Admin = 840 ; 911 Calls = 106 ; Total = 946

Emergency Medical Services:

- 2014 RETAC Grant for car seat safety certification was denied for not fitting within the annual RETAC plan (MCI)
- After 20 months of FREE CPR to our community the numbers are at 1390 who have certified since February of 2012.
- First Responder Class for the probes class begins the end of January.
- The 1st annual EMS High School Cadet Program will be placing 4 students into the First Responder class.
- Evergreen Public Access Defibrillation has now placed 56 AED's in the community.
- EMS and Health Care Reform Conference: EMS will continue to research revenue generation possibilities for the future.

Fire Operations:

- The academy members have completed most of their fire operations classes and wildland fire classes and have been released by Capt. Gilbert to start running calls. They are a very impressive group and we are very pleased to have them out there with us.
- Lt. Stacey Montague, Board Treasurer Connell O'Brien, Bryce Lipson and Bill Atkins will be attending FDIC (Fire Department Instructors Conference) in Indianapolis this year. Doug Saba will also be attending.
- Exit interviews for volunteers have begun as a way of getting a better understanding of why firefighters leave EFR. Nick will be contacting people who have left this past year to start tabulating data.
- Current academy students doing well and were a great help on their first fire call during the cold weather. Kudos to them and their instructors.
- An opportunity for Chief Weege to apply for the Jefferson County Incident Management Team for additional training.

Fire Prevention:

- Christmas with Firefighters, December 14th, 10 am to noon, Walmart.
- Received preliminary plans for a 60 unit 50,000 sq. ft. Assisted and Memory Care facility to be built south of Rocky Mountain Baptist Village buildings on County Road 65.
- Skate the Lake, December 31st. Fireworks planned for 8 pm and midnight.
- Weather Channel program Freaks of Nature about Human Torch and High Dive airing now, filmed at Evergreen Lake.

Maintenance:

- The training facility deck is virtually complete. Finishing touches are being applied. It will be available for use mid December.
- Station #7, the new driveway is in place. The concrete apron in front of the door will be poured the first week of December as will the sawing for the door. Temporary framing will be provided for security until the garage door is installed. The majority of outside work is complete.
- I have engaged Brindlee Fire Apparatus in the search for a used type-3 tender to replace TE-8. This company is one of the largest used fire apparatus brokers in the country. They have acknowledged that the market for this type of vehicle is extraordinarily small.
- Contract Maintenance: 56.50 hours of labor performed; 42.50 hours of labor expense collected for the month of November.

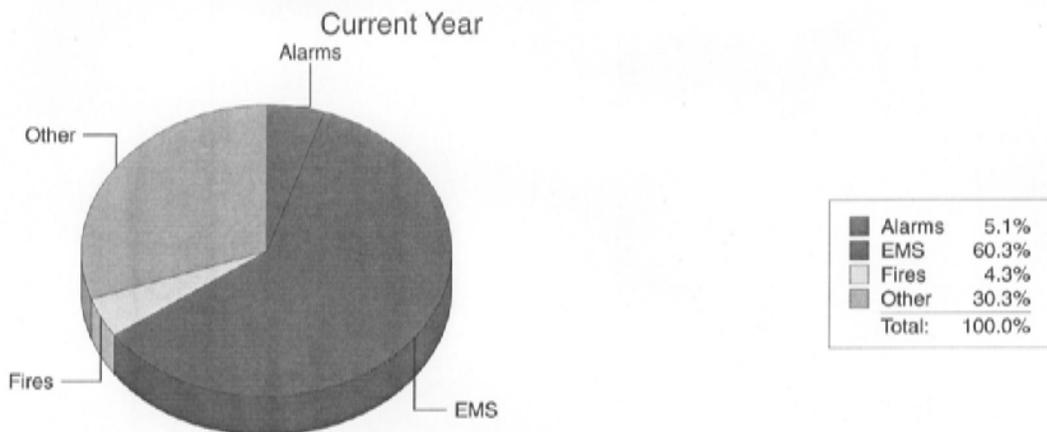
Division: Training/Community Education:

- In 2013 to date there have been 2025 calls compared to 2041 in 2012.
- See Incident response summary below.
- A total of 8020 hours of training were obtained to date in 2013 by all members of the district compared to 9778 hours in 2012. There have been 34 members involved in 24 outside training events.
- Final Firefighter Academy testing will be December 14th with written and practical. Hazmat training will begin in January followed by First Responder in February.
- Met with Evergreen High School staff to complete plans for an “Every 15 Minutes” program in April of 2014.

Incident Response Summary for Evergreen Fire/Rescue

For period 01/01/2013 Through 12/05/2013

Total Incidents by Category



DECEMBER 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	Mar-14	HR to review EVFD revisions
EFPD Bylaws/SOGs Review	Sept-13	Jan-14	Board to review for revisions or updates needed for 2014.

UNFINISHED BUSINESS None

NEW BUSINESS

- Subscription Plan: Presentation by EMS Coordinator Bob Walter as a possibility for increasing EMS revenue. Membership donation in return for a benefit for ambulance services or discounts. Directors Leswing and Christensen to meet with Mr. Walter for further discussion of the program and to make a recommendation to the board.
- Draft 2014 Board of Directors Meeting Dates: Should read January 14th not the 9th. The date for November to be moved forward one week to avoid a conflict with the Veteran's Day Holiday on the second week of the month. It will come for approval at the January meeting.
- Spending Authorization 2013-0013: Helment and Carins - Director Christensen moved to approve the spending authorization, seconded by Director Leswing, motion carried.
- Radio Update: Director Kling moved to give Chris Johnson a gift of \$2,500 for his efforts on behalf of the radio conversion project, seconded by Director Leswing, motion carried.

BOARD MEMBER COMMENTS:

Director Christensen: Thanked the department for a great year.

Director Leswing: Expressed pride in being part of the department.

Director Kling: A huge year, painful but positive for the citizens of the district with a lot of accomplishments.

Director de Disse: Happy Holidays.

MEETING ADJOURNED Director Leswing made a motion to adjourn the meeting; seconded by Director Christensen; motion carried; meeting was adjourned at 8:30 pm.

NEXT MEETING DATES

401a Pension Board Meeting January 14, 2014 at 6:30 pm in Training Rooms A & B

Regular District Board Meeting January 14, 2014 at 7:00 pm in Training Rooms A & B

Respectively Submitted,

Carol Hucker

Recording Secretary