



**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS  
OF THE EVERGREEN FIRE PROTECTION DISTRICT  
FEBRUARY 14, 2012**

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The regular meeting of the Board of Directors of the Evergreen Fire Protection District was held on February 14, 2012 at the Administration/Training Building, 1802 Bergen Parkway, Evergreen, Colorado.

**ATTENDANCE**

**DIRECTORS IN ATTENDANCE:** Jeff deDisse. Charles Dykeman, David Christensen, George Kling and Charlie Simons

**ALSO IN ATTENDANCE:** Bob Walter, Frank Dearborn, Brent Worthington, Vicky Gits, Mike Weege, Jeff Ashford, Bryce Lipson, Joe Stein, Mike Novick, Shane Palmer, Wayne Shephard, John Ortiz, Marlis Wadleigh, John Porter, Patrick Winters, Dave Diflumeri, John Lock, Dave Montesi, Sylvia Ross

**MEETING CALLED TO ORDER** President Kling called the meeting to order at 7:01 P.M.

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

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

**PUBLIC COMMENT:**

- Paramedic Dave Montesi addressed the Board regarding free CPR training and electronic bill payment through our website. The training will be free and participants who need to prove certification can buy the book and the CPR card for \$20. This is where the electronic bill payment comes into play. It would be convenient if participants could pay for this online through our website, also ambulance billing patients could use the site to pay their ambulance bills as well, but our website needs to be encrypted for security purposes. This will be discussed further in the meeting under new business.
- President George Kling made a comment directed to the Canyon Courier regarding the negative article in last week's paper. He began by expressing his love for this organization and thanked everyone that works and volunteers here. He feels the articles don't represent this organization. Journalism needs balance but in his opinion the couriers article are always focusing on the negative and this organization has made may positive strides for both staff and the citizens of this community. He gave a few examples of what he is talking about: Rescue 2: because we had knowledgeable staff and engineers here at EFR that worked together to get build the kind of truck this community needed we saved thousands of dollars instead of outsourcing the project; that was never in the paper. That kind of news would balance the \$56K the article said was given in raises in 2011. Our volunteers this week saved a \$400K house, our ambulance billing, is some of the best in the county but that's not what he reads in the paper; or Chris Johnson who volunteers his time working on the radio project. Articles like that only hurts morale and has no positive impact on the organization or the community. Yes we have our issues but its not all bad, the Courier wants to concentrate on the negative and he just wanted to put some balance to the article.
- Vice President Charlie Simons read the following letter into the record:

February 14, 2012

Canyon Courier  
27902 Meadow Dr.  
Evergreen, CO 80439

Re. Raises to EFPD Permanent Staff

To the Canyon Courier:

With regard to the Canyon Courier article in the February 8, 2012 issue titled "Fire districts budget includes raises despite revenue drop" I have the following comments:

1. The property tax decrease affecting the EFPD was 7.8% not 8.8 %. While 1% may not seem like much, the figure amounts to \$ 34,000.00. In all probability this will more than compensate for the anticipated merit raises given in 2012.
2. In 2011 the District budgeted 3% for Pay for Performance increases which would have totaled \$56,000.00. However, the actual payout totaled \$30,713.00, or 1.57%. In 2012, the District budgeted \$57,000.00 for Pay for Performance increases and we anticipate the actual figure will remain around \$31,000.00.
3. In 2010 the year end expenditures for the district were approximately 95% of budget, which was \$232,000.00 **under budget.**
4. In 2011 the Districts unaudited expenditures were 93% of budget, which is 391,000.00 **under budget.**
5. The comparison between EFPD and West Metro is not valid, as they are staffed by paid firefighters and we are not. The EFPD staff is very small by comparison.
6. The Pay for Performance system EFPD employed is tied directly to performance appraisals. It is not an automatic, compounding annual raise, and employees have to work very hard to earn it.

Last year, the District Board spent an enormous amount of time restructuring the pay system, doing away with the compounding annual raise and opting for the current merit system. We realized the district could not afford compounding annual raises, as we would shortly price ourselves out of the market.

The Evergreen Fire Protection District has the best, most loyal and innovative group of employees any entity could have. Most of the savings the district realizes come from this group. They are continually looking for ways to improve service to the community, and at the same time, do it for less money. The apparatus reorganization proposal is a case in point. Initiated by the leadership of Evergreen Fire Rescue, it will save the district and the taxpayers approximately \$89,000.00 when fully implemented. That to me is worth a merit raise.

The Courier, in its article, makes it seem as though the EFPD Board is negligent in its responsibility to the tax payers of Evergreen. This is simply not true as the reporter well knows. Our nation deserves and is entitled to a responsible press. The operative word in the previous sentence is **responsible.** I do not think the attempt by the Courier to paint the EFPD Board as a money spending, irresponsible group giving out pay raises in the face of a national calamity falls in the category of good press. You can do better and we deserve better.

Charles W. Simons  
Vice President, EFPD

**APPROVAL OF MINUTES:** January 10 Regular Meeting Minutes: Approved as presented.

**PUBLIC BUDGET HEARING:**

- Hearing: Per Resolution 2012-0003, we have a budget amendment before the Board to approve so President Kling opened the hearing at 7:30PM. The budget amendment amount is for \$25,337.50 increase to cover additional consulting fees for our VHF radio project with Pericle Communications. Pericle is the engineering firm we are working with and there is some scope of work that is not within the confines of the original contract that they will need to work on, that component is the frequency application process. President Kling asked if there were any questions. Director Simons asked for additional information. President Kling replied that this is basically a \$25,337.50 addition to the original contract to have Pericle work on what we cannot do in-house and therefore protecting our grant funding, an \$800,000 project. There were no additional questions, therefore President Kling closed the public hearing at 7:35 PM.
- Resolution 2012-0003: 2012 Budget Amendment: This amendment increases the 2012 budget by \$25,337.50 for out of scope contract costs for our radio project; Director Dykeman made a motion to approve the budget amendment; Director Christensen seconded the motion; the motion passed unanimously.
- Resolution 2012-0004: 2012 Budget Adoption: After some discussion it was decided that the Finance Director will get more information on the necessity of re-adopting the budget. Director Dykeman withdrew his motion to approve the budget adoption.

**PRESENTATIONS:**

December 2011 Financial Report:

First Bank	\$ 170,991
C-Safe General Fund	\$ 24,939
Strategic Capital Fund	\$ 1,820,247
Capital Projects	\$ 199,491
Debt Service	\$ 224,756
Apparatus Replacement	\$ 794,653
Tabor Reserve	\$ 120,204
Charitable Donations	<u>\$ 4,436</u>
Total	\$ 3,359,716

Variance Analysis:

General Fund Revenues are at 98.9% of budget, and 99.8% of last year. General Fund Expenditures are at 85.5% of the budget, 108.2% of 2010 YTD. EMS Revenues are at 111.3% of Budget, and 113.6% of 2010 YTD. EMS Expenditures are at 97.8% of Budget, 124.1% of last year. Mike Novick, again brought up the issue of increasing the funding for the volunteer pension and again the Board reminded him of their previous decision. Director Dykeman made a motion to approve the December 2011 financial report; Director deDisse seconded the motion; the motion passed unanimously.

Bonds: Finance Director, Brent Worthington presented to the Board the impact of refunding of our current bonds again after some new information was received. After Mr. Worthington gave

an overview of how to refund a bond issue, he explained that he would like to issue an RFP so we can start that process now. The Board agreed to have Brent start the RFP process.

## **DIVISION REPORT**

### **Administration/HR:**

- Seventy six resumes were received in response to the Fire Chief job posting. The Hiring committee has now reviewed them and narrowed the field to 36. These 36 were sent a set of essay questions to complete and return by February 17<sup>th</sup> for the second phase of the process.

### **Communications:**

- ALPHA Pagers – We have terminated our contract with USA Mobility due to the lack of coverage in our area for our Alpha pagers. We have gone to an SMS (Text Message) to notify personnel in place of using Alpha pagers. We are looking at the Sprint product to replace USA Mobility. We are currently testing the Sprint Hardware and network.
- 2012 CAD Maintenance contract \$22,771.00 (This will be sent to the JCECA Board for reimbursement).
- 1<sup>st</sup> Quarter 2012 Radio Maintenance contract cost: \$12,912.00
- Ongoing Issues & Concerns: 911 Phone system & VHF Migration Project
- Jan 2012: calls received 286 911calls, 2918 Admin calls, 172 calls for service toned.

### **EMS:**

- Continue with AutoPulse trial by looking at other vendors before deciding on a purchase.
- EMS bunker gear has been turned in. The equipment is being re-appropriated to the probe class reducing the need to purchase new gear.
- The first of the department wide mandated HIPPA compliance training took place with the academy class. EMS will undergo training in March. Additional training will be posted.
- First responder for the Probe class is in full gear, CE can be obtained by attendance.
- Medicare Compliance Rules still being developed.
- The US House and Senate passed a two month extension on the 2% urban, 3% rural - Medicare ambulance reimbursement increase. The extension will hopefully buy enough time for the increase to be extended through the end of 2012. If not we will see a reduction in our Medicare reimbursements of at least 2%.2 day MCI training is set for May 11<sup>th</sup> and 12<sup>th</sup>.
- New protocols rolled out January 1<sup>st</sup>. EMS has taken the update class and the exam. EMS is cleared to use new protocols. Volunteer EMT B's will have to take the same class and exam when SAC comes up with the program (TBA).
- The EMS assessment fee is experiencing positive results. It was started in October:
  - 33 people assessed a fee for treat and release
  - 28 paid in full
  - 3 unable to locate
  - 2 called with concerns, 1 of those 2 agreed with the policy after explanation

### **Fire Prevention:**

- Fire Prevention personnel will be attending Fire Safety classes in Denver week of March 5<sup>th</sup>
- Doug, Dave Montesi, and John Lock are planning for Free CPR classes. The schedule will be forthcoming.

- Shelley has assisted Foothills Fire in evaluating a fire sprinkler system for Mt. Vernon Country Club addition.
- Shelley is coordinating evacuation planning and emergency drills with the Evergreen Parks and Recreation District for all facilities and staff. Frank is working with Clear Creek County Building Department and Fire Authority on revisions to their wildfire hazard mitigation and point system form.

### **Maintenance:**

- A hole was discovered in the intake manifold of Tanker 11 during a routine inspection recently due to corrosion. Additionally, the pump performance has been constrained by the design of the intake manifold. The manifold was removed, redesigned to reduce friction and rebuilt using stronger steel throughout. Following the manifold modifications the pump was tested and the performance increased 33% or an additional 88gpm, 351gpm total.
- An opportunity to change the makeup of the fleet was leveraged through collaboration between operations, medical services and fleet maintenance. The proposal is beneficial to the department with very minimal costs. This was accomplished through reassignments, sale of antiquated inventory and the addition of two more versatile vehicles. The sale of the 1978 GMC has concluded. The remainder of the strategy will conclude pending review, consideration and approval from the Board.
- Ambulance 5438 will be modified soon to receive two smaller oxygen tanks versus the single system currently in place. This was a request by the crews who were experiencing difficulty manipulating the larger cylinder through routine service. A valve has been replaced in the Old Squaw Pass center cistern. Following the replacement the tank was refilled by two Volunteer crews.

### **VHF Radio Conversion Update:**

- Frequency Acquisition continues to be a significant challenge but making progress with letters of concurrence arriving and only a few left to chase. Once all of the LOCs are received we will be able to proceed with the application for the frequencies we need.
- The bid for handheld and truck radios was published and purchase of these items should occur within the next 2 – 3 weeks.
- Communication stability and clarity are the priority with all equipment to be purchased.
- Installation of equipment at the tower sites is still 8 weeks out. Electrical and radio installation work at Station 2 and the Buchanan Rec center will begin in a few weeks.
- Finishing up site approval for Bear Mountain in the EHP process required by FEMA. Temporary pagers have been located for the 2012 probes in the interim. Thanks go out to Shane Palmer, Mike Mendelsohn, Mike Weege, and Ed Mills for all of their efforts. The conversion project is identifying related areas that will need to be addressed such as tower improvements, mobile repeaters, etc. in the future.

### **Fire Operations:**

- Training building proposal is still active; Radio Project has priority.
- A press editorial on our recent fires and winter home safety was published with the Courier; a new link to Home Heating Safety has been added to the web site.
- Mask fit testing will begin in February.

- Grants and how to better pursue them is a hot topic with the M&M group, ongoing.
- New EVFD Officers for 2012:
 

101 Deputy Chief Ashford	Operations
102 Asst Chief Weege	DE/ Wildland
103 Asst Chief Marshal	Academy/Company Training
104 Capt Johnson	(Voting) /Company Training
105 Capt Duncan	(Voting)/Rescue
106 Capt Schleef	(Voting)/Investigations
107 Capt Martin	Wildland
108 Capt Griggs	Company Training
109 Capt Sheppard	Wildland/Training
110 Capt Haugrud	Wildland
111 Lt. Evens	Training/Investigations
112 Lt. Gilbert	Training
113 Lt. Briscoe	Rescue/DE
114 Lt. Godaire	DE
115 Lt. Mendelsohn	Rescue/Float
116 Lt. Schneider	Training/Float
117 Lt. Swinden	Training/Float
- New EVFD Board of Directors for 2012:
 

Wayne Hazeldine – President	Jeff Genender – Vice President
Tali Montesi – Secretary	Mike Gregory - Treasurer

**BOARD MEETING TOPICS:** Nothing to report; the topics will be updated next month.

**UNFINISHED BUSINESS:**

- Pericle Contract Amendment: This amendment was previously discussed at the Public Budget Hearing. This is a \$25,337.50 addition to the original contract to have Pericle work on what we cannot do in-house regarding radio frequency acquisition. Director deDisse made a motion to approve the contract amendment as presented; Director Christensen seconded the motion, the motion passed unanimously.
- Chief Selection Committee Update: Discussed previously in the Division Report presentation.

**NEW BUSINESS:**

- Honor Guard & Spending Authorization 2012-0001: John Porter made a presentation about the Honor Guard. The mission of the Evergreen Fire Rescue (EFR) Honor Guard is to represent EFR as a highly disciplined team serving to honor active duty, retired, and fallen firefighters killed in the line of duty, in accordance to traditions, while also providing comfort and compassion for survivors. Additionally, the EFR Honor Guard serves with honor and dignity to represent EFR at department functions, community events, and firefighter memorial ceremonies. These funds will be used to purchase, uniforms, shoes and other supplies. The original spending authorization requested \$4000 from the District; Director Dykeman increased the authorization by \$500 to \$4500. Director Christensen made a motion to approve the spending authorization; Director Dykeman seconded the motion; the motion passed.
- Gifts from the Art for the Mountain Community: Director Dykeman was contacted by the Art for the Mountain Community. The two bronze sculptures on our property are being given to us for a dollar each; they will be covered by our insurance. They appraised at \$35,000, so this is a very generous gift this organization is giving to EFR. A

motion was made by Director Christensen to accept the gift from the Art for the Mountain Community; Director Simons seconded the motion; the motion passed unanimously.

- Denver Mountain Parks/Bergen Peak IGA: Frank Dearborn presented to the Board the Denver Mountain Parks/Bergen Peak IGA agreement that expires in 2013. After some discussion it was agreed that the District should extend the contract for another five years. Interim District Manager Frank Dearborn will get the information to Collins Cockrel and Cole and get an extension written up.
- Fleet Adjustment Strategy: Fleet Manager, Evan Fosler presented the following to the Board: EFR has the opportunity to restructure the inventory of vehicles within the fleet to better serve our needs. The strategy was developed following an assessment of the current inventory and the needs of operations. He attached the following to identifying vehicles being considered and a forecasted value for each.

### Vehicles Under Consideration

Unit	Estimated Value/Revenue	Cost
Reserve ambulance 7876, 2003 F-450, 6.0 liter	\$20,000.00	
7926, a former ambulance chassis that has been returned.	\$7,500.00	
Investigations vehicle that is antiquated and was scheduled to be replaced this year 8812, 1978 6500 GMC 4x4	Chassis only \$5,000.00	
Additional revenue may be found if we separate the body from the chassis and reclaim it through recycling.	Body from 8812 \$2,500.00	
Reassign 8488 currently a brush truck stationed at #1, to fulfill investigations needs.		\$3,500.00
Pump from 8488	\$5,000.00	
Brush -2 8489, 2003 F-550	\$45,000.00	
B-1 replica, 2012		\$55,000.00

F-350 configured very similarly to B-1		
Sale of 9750	\$1,500.00	
Sale of 6773, a 1981 Chevrolet pickup primarily used in maintenance activities.	\$2,500.00	
Reassign a returned ambulance chassis 3817, 2001 F-450 to snow removal, fleet maintenance and Fire operation support.		Snowplow \$5,500.00 Flat bed/underbody boxes (\$6,500.00) this is currently budgeted.
Additional utility vehicle to replace 7604 reassigned to station #4.		\$50,000.00
<b>Totals</b>	<b>\$89,000.00</b>	<b>\$114,000.00</b>
Projected total cost of strategy		<b>\$25,000.00</b>

- I learned that the retired ambulance #7876 has a real value of \$20,000.00. The consensus from operational leadership is to sell the unit considering its value which better aligns with our goals. Also, numerous alternatives exist to provide rehabilitation to firefighters on scene through existing resources.
- The chassis from a previous EFR ambulance returned to us has been determined to be surplus and will be marketed and sold. The estimated return is expected to be \$7,500.00.
- The existing investigations vehicle was assigned that responsibility due to its inability to perform any other operational task well. Additionally, parts to maintain this vehicle are extraordinarily difficult to locate and many are available used only. This vehicle will be removed from inventory and sold. It may be economically advantageous to separate the body from the chassis and sell the components separately.
- The value of the complete truck is very minimal because the industry has moved away from this type of design. If a buyer cannot be found for the chassis it will be retrofitted with a tow boom, currently in stock, and will be made available in the training area at station #2 to manage the demolition vehicles.
- As a result of decommissioning the current investigations vehicle, a replacement has been identified. Another of the existing King Cab brush trucks will be reassigned to this function. This change will require only slight modifications and the existing pump can be marketed and sold for revenue. A substitute pump will be provided from inventory that is more suited to the minimal requirements during an investigation and is much less expensive.

- The large capacity pump will be removed, marketed and sold. A more suitably sized pump is currently available in inventory and will be plumbed into the system to provide suppression for this application.
- The evaluation indicated that EFR has engaged in very few deployment activities since this unit was configured in 2003. We have learned that the extended configuration of this vehicle makes it less maneuverable than the desired design of B-1. Operations have suggested that one of the existing, extended brush trucks be replaced with a more maneuverable type similar to B-1. Adding a second vehicle of the type will significantly improve the operational model when battling wild land fires. The existing unit will be marketed and sold reinvesting the revenue to buy/build a replacement. The projected market value is \$45,000.00 the budget for the replacement is projected to be \$55,000.00.
- The newest brush truck, currently housed at station #1, has exceeded our expectations in all regards. Knowing this, we have chosen to sell one of the older brush trucks and replace it with this type of vehicle to enhance our wild land firefighting capabilities. The revenue from the sale will largely fund the purchase of the replacement brush truck. The existing truck will be marketed and sold. Following the sale we will work towards replacing it. The duration to replace it is approximately 4 months considering its modular design which is acceptable to operations. The design will vary slightly from the pilot vehicle B-1 in that a conventional pump will be incorporated to better fit into the overall brush truck strategy. This type of pump will be significantly less expensive than the high pressure, low volume pump available on B-1.
- The assessment has revealed the vehicle currently responding from station #4 providing utility needs to staff and Volunteers needs to be replaced due to antiquation and high mileage. This 2003 Blazer was provided through donation and repainted has accrued approximately 135,000 miles. This vehicle will be removed from service, sold and replaced with another existing unit 7604 which was previously assigned to EMS.
- We are going to retire unit 6773, a 1971 pickup that has been used operationally and has been reassigned to maintenance. The vehicle has accrued approximately 140,000 miles and is rusted through in numerous areas.
- A replacement is available for 6773 through another reassigning of an ambulance chassis. In addition, fire operations have determined that a flat bed equipped utility vehicle would be beneficial for them as well. The need to add snow removal equipment is looming considering EFR has only one apparatus equipped with a snow blade. Additionally, this opportunity to improve service and provide redundancy exists with this upgrade. As part of the cost benefit analysis, the EMS director has committed to increased support in snow removal efforts helping to insure the added plow will be utilized. The body for this is included in the 2012 budget; however the plow has not because this collaboration is very recent. This investment will be beneficial to many divisions and ultimately make EFR more self sufficient.
- A replacement utility vehicle is needed by operations to satisfy the demands left vacant by the loss of 7604. Unit 7604 was reassigned the obligations of 9750 which was retired due to its high mileage. This change leaves operations in need of a new utility vehicle specifically for the oncoming Chief, the projected cost is \$50,000.00.
- In summation, this strategy is a product of collaboration between operations and management. The consensus is that application of this strategy best fulfills our demands sensibly while extending the budget. In addition, through the process of evaluation, TE-8, a 1988 Mack has been identified as less than suitable for its current assignment. This apparatus provides less than adequate ergonomics, power, water capacity, braking, emergency audio visual warning, hose capacity and intrinsic safety

devices. In the interest of serving the public responsibly, we feel that replacing this apparatus is crucial towards our goal of providing the best value to the EFR constituency. The projected cost to provide a new TE-8 configured appropriately is \$450,000.00. If approved we feel that it is our responsibility to explore all possibilities and consider all options when developing a replacement specification. We have successfully developed a fleet that is based on similarity throughout which is providing significant benefit operationally.

The Board approved Evan Fosler to go with this plan.

- CPR & Electronic Bill Payment: Per Chris Johnson, this will require some research and it may be more cost effective to have an outside vendor process our payments. He will look into it and come back with an update/solution.
- Notice of Claim: Interim District Manager Frank Dearborn presented the Board with a claim from the Evergreen Metro District. It has been forwarded to our attorneys.

#### **BOARD MEMBER COMMENTS:**

- Director deDisse: Thanked everyone involved in the investigations training last night.
- Director Christensen: He wanted to let everyone know how proud he is of this dept.
- Director Dykeman: Thanked all the staff and volunteers at EFR; wanted to express that EFR does a great deal of positive things and that we should not take the negative representation of us in the paper to heart. He continued by saying to keep doing what we are doing because it is absolutely amazing.

**EXECUTIVE SESSION:** President Kling made a motion for the board to go into an executive session per Colorado State Statute 24-6-402(4)(e) for determining positions relative to matters that may be subject to negotiations as it pertains to 911 Inc. Director Dykeman seconded the motion, the board went into Executive Session at 9:35 pm. Others present at the executive session were: Communications Department Supervisor, Shane Palmer and Christy McCormick, and Interim District Manager Frank Dearborn.

**BACK IN OPEN SESSION:** The Board was back in open session at 10:01.

#### **MEETING ADJOURNED**

Director Dykeman made a motion to adjourn; Director Christensen seconded the motion; the motion carried; the meeting adjourned at 10:02 PM.

#### **NEXT MEETING DATE**

Tuesday, April 10 at 7pm. District Board Meeting, Training Rooms A & B.  
401a Paid Pension Board Meeting at 6:30 PM, Training Rooms A & B

Respectively Submitted,

Sylvia Ross  
Recording Secretary