



**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS  
OF THE EVERGREEN FIRE PROTECTION DISTRICT  
JUNE 12, 2012**

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The regular meeting of the Board of Directors of the Evergreen Fire Protection District was held on June 12, 2012 at the Administration/Training Building, 1802 Bergen Parkway, Evergreen, Colorado.

**ATTENDANCE**

**DIRECTORS IN ATTENDANCE:** Jeff deDisse (via teleconference), Charles Dykeman, David Christensen, George Kling, Charlie Simons

**ALSO IN ATTENDANCE:** Bob Walter, Jerrie Hughes, Dan Murphy, Shosh Murphy, Fred Hughes, Rebecca Hicks, Susan Sterns, Anne Salisbury, Jean Ann Wheeler, Dave Hadell, Thomas Rader, Paul Regan, Greg Meyerhoff, Marge Regan, Lynn Rehkoph, Michelle Peil, Zachary Peil, Paul Peil, Gregg Dobbs, Don Cluxton, Eva Whitehead, Bob Benson, David Temple, Wayne Shephard, Robert Gottsman, Jack Rasmusson, Wayne LaMera, Karen Mather, George Mather, Don Bennett, William Herron, Greg Kissler, Joan Underwood, Dave Underwood, Shane Palmer, Mike Weege, Chris Johnson, Sylvia Ross.

**MEETING CALLED TO ORDER** President Kling called the meeting to order at 7:02 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:** All public comments on the training building will be heard during the discussion of that topic under unfinished business.

**APPROVAL OF MINUTES:**

- May 8, 2012 Special Meeting Minutes – Approved as presented.
- May 10, 2012 Regular Meeting Minutes – Approved as presented.

**PRESENTATIONS:** April 2012, Financial Report

**DISTRICT CASH AND INVESTMENTS**

First Bank	\$ 364,193
C-Safe General Fund	\$ 292,791
Strategic Capital Fund	\$ 1,820,466
Capital Projects	\$ 199,598
Debt Service	\$ 534,749
Apparatus Replacement	\$ 1,294,849
Tabor Reserve	\$ 120,268

Charitable Donations	\$ 4,438
Total	\$ 4,631,352

Variance Analysis: General Fund Revenues are at 104.9% of budget, and 100.3% of last year. General Fund Expenditures are at 83.1% of the budget, 94.1% of 2011 YTD. EMS Revenues are at 115.0% of Budget, and 114.9% of 2011 YTD. EMS Expenditures are at 83.3% of Budget, 92.3% of last year.

2011 Audit: The Auditors have completed their field work; the draft is completed. A final draft will be distributed to the Board on or around June 18, and the formally presented by the Audit Manager will occur at the July meeting via vote by the Board. Director Kling would like the draft audit posted on our website. Director Simons made a motion to present the final audit in July, Director Christensen seconded the motion the motion passed unanimously.

Bond Refinance: The RFP for the Bond Re-Funding went out May 25, and responses are due by 5:00 pm June 15.

Director Dykeman made a motion to accept and place on file the April 2012 Financial Report, Director Christensen seconded the motion, the motion passed unanimously.

## **DIVISION REPORT**

### **Administration/HR:**

- The hiring process for the position of Fire Chief was completed and the process has been documented for future reference in other hiring situations.
- EMTB position- decision for elimination on the agenda at the June Board meeting.
- Harassment training prices have been received - just need direction from the Board on how many trainings and for how many years.

### **Communications:**

- Single supervisor in place - Shane has stood down his position as Communications Operations Supervisor.
- Gathering information to track and compare statistics on answer times to dispatch times based on industry standards and criteria. May's average for Ambo/Rescue calls = Call taken to call dispatched, the average is .859
- Open position in dispatch due to M. Weege's appointment.
- CAD Reformation - CAD SA's will be overhauling the CAD system and implanting functionality that will be beneficial to EFR Communications Division.
- CAD system Admin training \$4610.66
- 911 Phone system. 911 Inc is now TriTech.
- VHF Migration Project
- Jefferson County Evacuations Levels have been established.
- April 2012: Call received 198 911 calls, 2750 Admin calls, 19 EMD calls for CCC, 147 calls for service toned.
- Still waiting on the start date for the "groundbreaking" on the new phone system.
- JCECA is still reviewing the reverse 911 system that is in place with a possibility of selecting a new provider.

### **EMS:**

- EFR and EPAD have taught FREE CPR to nearly 400 people since mid February.

- EPAD hosted the annual Golf tournament May 21<sup>st</sup> at Hiwan Country Club raising \$13,100 that will go back into the community in the form of AED's and FREE CPR training.
- Additional CPR manikins will be ordered to replace those wearing out and to increase our teaching capabilities.
- EMS is continuing to demo CPR devices before making our final decision.
- EMS pants have arrived and have been distributed replacing the bunker gear.
- 2 day MCI training was held on May 11<sup>th</sup> and 12<sup>th</sup> with a very good turn out from EFR.
- EMS is moving towards a goal set in the 2001 Master Plan of staffing all ambulances with Paramedic's. A proposal has been sent to the board to that effect with elimination of the EMTB position effective December 31, 2012. The last of the EMT Basic's has been offered the final Paramedic position (upon completion of the course), by enrolling in a training program by October 2012. Financial support was included in the offer. EFR.

### **Fire Prevention:**

- Doug and the Littleton Eagle scouts have installed the new fire danger signs at each station, 2 June 12.
- Planning for our annual Safety Day on September 22<sup>nd</sup>. Looking into having a fire truck parade this year.
- Fire Prevention Section received a \$10,000 donation to be used for a fire prevention project. The donator is from an Evergreen resident who wants to remain anonymous.
- Doug applied for and received a \$250 grant from WalMart to be used for a fire prevention project.

### **Maintenance:**

- Duane Doucette, of Front Range Fire Apparatus, requested use of one of the EFR type-7 trucks to show at the upcoming FRI show. The truck will be present at the show in Denver Aug.-2 –Aug.4 2012.
- The components have started to arrive for the new type-7 brush truck. The body will be prepared with all the lighting and electrical to enable placement on the chassis mid July. The pump module is scheduled to arrive early July as well.
- The new Yukon has arrived and is nearly ready for service. The emergency audio visual equipment has been installed followed by graphics the first week of June.
- A roof repair contractor has been selected to accomplish the repairs to station #1 which will begin the first week of June
- The 2012 Yukon and type-7 brush truck have been purchase and are being retrofitted at this time.
- The consignment cache of class "A" foam has arrived for use.
- Water backflow prevention is now in place at station #2.
- A training aid is currently under construction for the firefighters. A locked door simulator will make the process of search and rescue more efficient.
- 41.25 hours of contract labor was performed during the month of May.

### **Fire Operations Update:**

- Brush 2 deployed to the Hewlett Fire, apparatus billing for the 4 days = \$3,486.13 including reimbursement of fuel expenses. These fires are approached as training moments and Firefighters Bunn and Miller got some excellent experience on a Type 2

command structure along with Task Book work. Jeff Ashford was able to operate in a training role as a STEN.

- New officers appointed midyear:
  - Lt's Stacey Montague and Trent Searcy
  - Assistant Chief Chris Johnson
  - Captain Kevin Gilbert
  - Senior Captain Chris Schleef (voting)
  - EVFD Board Member Captain Keith Haugrud (voting)
- The secondary evacuation routes are completed for Brook Forest and Echo Hills, the Wildland group will distribute the information to subdivision homeowners along with the appropriate sheriff's departments. ETA should be July.
- Floyd Hill evacuation routes project is moving along via CCFA and the CCSO office.
- New Brush Truck on target for being on-line early July. Placement will be at Station 2, the current 4 door Brush truck will be located at Station 7.
- In light of the Lower North Fork fire, the 285 corridor has established a 285 Chiefs group for better mutual aid, capabilities sharing and relationships. The first meeting was coordinating each department's response capabilities and overhead expertise. Chief Weege will attend the June meeting.
- The Probes have completed their wildland practical last month. Genesee and Foothills Fire were included. This month we will be adding 13 new boots on the ground for Rescue/Medical and Wildland calls for service.
- Emergency paging via JEFFCO is now being sent to all officers/Dispatch seems to be working well for notification of emergency events occurring within our mutual aid coverage agreements. Provides us insight and advance mindset /preparation.
- Driver Engineering under Lt. Godaire's leadership continues to be outstanding. In June we should have 3 new "C" engineers, a gaggle of emerging Tower, B and A drivers. At our last business meeting Lt. Godaire was recognized as the Firefighter of the month with a gift card for the Chart House. He is doing a wonderful job.
- Purchased 3 ball valve fixtures with EMD friendly water hammer protection. These valves are now placed in apparatus within the hydrant district. In budget.
- Purchased 2 multi-gas detectors for outlying E8 and E5. In budget.
- Continue to schedule and budget replacement of nozzles.
- Wildfire Indicators are worrisome. We need to be heads up and aggressive on any fire starts. This includes operational considerations of structure fires extending into the forest.
- While hard to predict, we can expect additional calls for wildland mutual aid including deployments within the Rocky Mountains. A balanced response will always need to be considered.
- The Jeffco Fire Council this month will be addressing "handling difficult communications during the Initial Incident actions"; Chief Weege and Ashford will be attending.

## **TRAINING:**

- Academy - Rescue Academy in progress. Wildland S130/190 is complete. We are working to get 4 probes through the remainder of their 130/190 requirements due to absences.
- Certifications - Working with about 10 fire fighters to complete last minute JPRs needed for the July renewal deadline.
- Company Training - June training will be fire fighter survival.
- IQS/ROSS - IQS updated. We are still maintaining a handful of fire fighters as "available" for deployment via ROSS.

- Peter Rueth will work on the Toughbook project.

#### **IT:**

- Station 4 speed issues being resolved.
- Smart 911 will be coming on line in about a month. People can log in to the system and add information about their property: House, pets, phone, etc. The key is that the citizens need to log on and enter their data that is the only way the data will get into the system.

#### **Radio Update:**

- We are still in the “yellow” stage as we still don’t have all our frequencies. We are making good progress and we should be getting the frequencies we requested.
- The microwave equipment as been delivered. The Squaw site is on track for tower install in July.
- Mobiles and portables arrive next week. We can start training on those.
- Pagers have also been delivered.
- UASI did get the infrastructure RFP published last Friday and closes June 29<sup>th</sup>.
- Vendor meeting for Q & A this Friday at Station 2.

**BOARD MEETING TOPICS:** The topics were updated.

#### **UNFINISHED BUSINESS:**

- Training Building Update:

Director Kling would like to open the discussion with a motion. Director Kling made the following motion: To do a three month delay on any contract on the project pending a neighborhood group working with a Board member, someone from the department, either Chief Weege or Asst. Chief Johnson, a) to explore an option of proceeding with the current plan, b) looking at new options c) no project at all. Director Simons seconded the motion. This committee will be an advisory committee to the Board, the Board is the only one that can make the final decision. A discussion ensued beginning with the Board members. Director Christensen wants to know what the concerns are for not proceeding with the current plan. Director Kling responded that the biggest single issue is the placement of the building, the size, the smoke. Director Christensen responded that he is struggling to have optimism that after 3 months that anything will change from what we already know, by delaying the project we are delaying the benefit of increased training for our firefighters. Director Dykeman commented that he is sure that this group will come up with a solution that satisfies the majority of people.

Public comment then ensued. Greg Dobbs began the discussion by acknowledging some misconceptions. First because there are a lot of people in all likelihood who aren’t activists right now, that they should not be taken into account, of course they should, but the ideal solution, if it’s there, is something that is suitable and acceptable to everybody to those opposed the current plan and those who favor it. Another misconception is that these three months are meant for just education, the aim is to see if there is another suitable location that is convenient to the fire firefighters. Another misconception is that this is a neighbor protest, there are people in this room who’s property will not be affected who still object to the location. No one wants it in their backyard, this is a great location for all reasons but one: that is that dozens, maybe hundreds of homes, are in

the line of sight, to where the smoke, flood lights and noise on evening trainings would be affected. So what a lot of people want is to have the training building where it's in nobodies backyards. There are some who would like the whole idea to be abandoned for physical reasons and would like us to use our current process of sending firefighters down the hill for training. There are those that feel that the lives of the firefighters and safety of our homes is paramount. A discussion ensued regarding using the West Metro Fire Facility by several members of the community.

Several other members of the community including David Temple, Robert Gottsman, Dan Murphy, Paul Peil, and Greg Meyeroff made comments against the current location of the training building. Mr. Temple suggested identifying those on the community group to include some experts in the subject matter and members of the community that are not directly affected by the proposed building location. Mr. Temple suggested the size of the group should be less than 10 to keep it manageable. Mr. Gottsman would like the committee to make their recommendations/research available to those who are not on the committee so everyone is informed of the process. He feels the three biggest issues are location, cost and size. He also asked about the use of the building and what the plans are for the building somewhere on our website. Asst. Chief Johnson replied that it is on our website but it could be updated so everyone has one place to go for information. Director Simons suggested that the committee itself puts a process in place to keep everyone informed as well as using our website and the Canyon Courier. Mr. Murphy asked about the training down the hill. Director Kling replied that between rescue and fire it would be about three nights a month in our facility and 4 times a year down the hill. Mr. Murphy's concern is if we lease the building out it affects those homes around the facility. The reality is that we support our neighbors using the facility as we want everyone trained properly. Mr. Murphy continued by saying he feels that only 20% of Evergreen knows about this building, but in the next 90 days that number will be closer to 50 or 60%, he also stated that he doesn't want the building built at all he would rather we use the facilities down the hill. Location is everything in this community and he hopes that this committee will come to a conclusion of where to put this building. Mr. Paul Peil made a comment regarding that he will be the contact on the committee representing the Ridge HOA. Further discussion ensued and other community members spoke with concerns on the location and the possibility of using the facilities down the hill. The Board spoke about the location, smoke and noise issue all of which the committee will be discussing. They spoke about the time issue and how important time is to a volunteer firefighter. It's important to keep retention of our firefighters to make training convenient as they have children and family obligations like everyone else. Chief Mike Weege addressed the Board and citizens. He spoke about the commitment of our volunteers and that volunteer fire services are on the decline. We have to keep our retention to keep a volunteer fire dept – this is what this training facility is about. Keeping our firefighters up here on Monday nights to do in three hours what they can only do once down the hill in 8-10 hours days makes a huge difference that is why he supports this. He thanked everyone for attending.

A vote on the motion was taken: All were in favor, except Director Christensen who voted against the motion; the motion passed with a 4 to 1 vote.

## **NEW BUSINESS:**

- EMT Basic Position: Director Kling made a motion to eliminate the EMT Basic position as of December 31, 2012 at midnight; Director Dykeman seconded the motion, a discussion ensued. Director Simons asked EMS Coordinator Walter how will this affect

the one person who's position is being eliminated. He replied that she has been offered a full time paramedic position after completing schooling which the District offered to pay. HR Manager Eva Whitehead reiterated the offer to this employee and that having our medic units staffed with paramedics has been in the works for many years. There are documents that support this. Our attorney recommended that the Board vote on the position, it is simply an organizational issue. A vote was taken and the motion passed unanimously.

### **BOARD MEMBER COMMENTS:**

- Charlie Simons commented on the community members who spoke and very pleased with their comments and how they were presented.
- Chick Dykeman commented on our Honor Guard at the Rockies game, he thanked them for their participation and was very proud of EFR.
- Jeff deDisse commented that someone mentioned that it was the best Honor Guard performance that he has ever seen at Coors Field.
- Dave Christensen commented on why he voted no and expressed his concerns about delaying the project.
- George Kling commented that he respects Director Christensen's vote and secondly we have a great volunteer group and a wonderful staff but with that comes a wonderful community, it's a symbiotic relationship, Thirdly, he spoke about Director Dykeman's family issues and to keep his family in our prayers.

**EXECUTIVE SESSION:** Director Kling made a motion to go into executive session per CRS 24-6-402(4)(f) to discuss personnel matters pertaining to the Fire Chief. The explained this is not disciplinary but a chance for the Board to meet with the Chief to discuss their vision and plan for the department. He does not foresee any motions being made as a result of this meeting as there are no actions to vote on but anyone is invited to stay. The Board went into executive session at 9:12 PM.

**BACK IN SESSION:** The Board was back in session at 9:38 PM

### **MEETING ADJOURNED**

Director Dykeman made a motion to adjourn; Director Christensen seconded the motion; the motion carried; the meeting adjourned at 9:38 PM.

### **NEXT MEETING DATES**

Regular District Board Meeting: July 10, 2012, 7pm Training Rooms A & B  
401 a Pension Meeting: July 10, 2012, 6:30pm in Training Rooms A & B

Respectively Submitted,

Sylvia Ross  
Recording Secretary