



**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
OF THE EVERGREEN FIRE PROTECTION DISTRICT
FEBRUARY 12, 2013**

The regular meeting of the Board of Directors of the Evergreen Fire Protection District was held on February 12, 2013 at the Administration/Training Building, 1802 Bergen Parkway, Evergreen, Colorado.

ATTENDANCE

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

ALSO IN ATTENDANCE: Bob Walter, Bryce Lipson, Chris Johnson, Michelle Parker, Paul Peil, Wayne Shephard, Robert Gottsman, Daniel Koller, Frank Dearborn, Patricia Davies, Sandy Barnes, Mike Weege, Christy McCormick, Sylvia Ross

MEETING CALLED TO ORDER President Kling called the meeting to order at 7:04 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.

APPROVAL OF MINUTES:

- January 8, 2012 Regular Meeting Minutes – Approved with a change to the attendance of Charlie Simons, he was excused from that meeting.

DIRECTOR DYKEMAN STATEMENT: Director Dykeman read for the record his resignation letter as follows: My Friends, I respectfully request you accept my resignation from the Board of Directors of the Evergreen Protection effective at midnight February 12, 2013. Director Christensen made a motion to accept Director Dykemans resignation; Director Simons seconded the motion, the motion passed unanimously.

After the motion passed Director Dykeman thanked everyone on the department, the Volunteer Firefighters, Paid staff etc. and thanked all who helped him pack and move and one firefighter even volunteered to help drive to South Carolina where he and his family are moving to. He spoke about what a privilege it was to serve on the board for the last 6 years. During his tenure the District refinanced the bonds which lowered the mil levy, balanced the budget each year which resulted in a large reserve, the number of volunteer firefighters has increased as well as morale, our ISO ratings went from 5, 9 10 to 5, 6, 10 which lowered insurance costs for homeowners in Evergreen, the 2001 Master Plan is near completion with the approval of the Training Building which should be completed by summer. He also spoke about the Recall Election and that it is ridiculous and that the opposition still has two days to withdraw the petition, this election could cost the district taxpayers about \$150K which will be paid for by funds out of the Operating Budget not savings. The training building will be paid for my money that has been saved over the years. He continued saying that this type of divisiveness will have a lasting impact on the District. He spoke about his years in the fire service and closed with that it has been an honor and a privilege to serve on this Board.

PRESIDENT KLING STATEMENT: President Kling spoke regarding Director Dykeman's intent to resign from the Board this evening and the following Board replacement appointment process: Ladies and gentlemen, as this evening may present extraordinary issues and circumstances, and in complete fairness to all of you in the audience, I would like to share with you some thoughts I have had on how the Board should proceed with these issues. I intend to present these to the other members of the Board in the form of a motion, but I wanted you to have the benefit of my thinking prior to the Public Comment section of the meeting. I have reviewed this plan with our attorney in general, however

tonight the attorney representing the Board is Ms. Allison Ulmer I would request that she correct me at any time if she feels that my proposal does not meet with Colorado Statutes.

Under the Colorado statutes, the Board has 60 days to fill such a vacant seat. That appointment would then run until the May 2014 regular election. I intend to propose the following process to fill that vacancy that is completely consistent with procedures followed by previous EFPD Boards. In bullet form, I intend to propose the Board agree to the following:

- We direct the Chief, Human Relations Manager and other administrative personnel to cause this vacancy to be advertised in our usual manner for legal announcements.
- We further advertise for candidates interested in filing this vacancy to submit in writing their intention including a resume of qualifications and a statement that they are an “eligible elector” of the District. Under the Colorado statutes, to be an “eligible elector” a person must be a registered voter of Colorado and either a resident of the District for at least 30 days or the owner (or spouse of the owner) of taxable real or personal property located in the District.
- Desired experience includes:
 - A minimum of five years as an active volunteer or paid member of an emergency service or life safety organization.
 - Three or more years in life safety training or administration
 - Five years or more in public administration, especially if it includes emergency service administration
 - Financial experience and/or technical knowledge.
- The deadline for submittals for interested candidates will be February 27, 2013, which is one week following publication of the vacancy.
- The Chief and other administrative personnel are directed to schedule a Special Meeting of the Board for Tuesday March 5th, 2013.
- The Chief and the Human Resource Manager are directed to review every submittal and filter out those that are not “eligible electors.”
- The Chief is directed to invite the qualified candidates (meaning those who are “eligible electors”) to interviews to be held at a special meeting of the Board on March 5th, 2013.
 - In the event there are more than 8 qualified candidates, the Board’s standing personnel committee of Directors Simon and Director Kling will review the submissions and determine a list of candidates to be interviewed.
- By close of business Friday March 1st, the Chief will send a list to each Board Member of all persons applying and a summary of the qualified candidates.
- Availability to attend the interview March 5th is a prerequisite for appointment.
- At that Special Meeting the Board will prepare to take the following actions in public session.
 - Interview each qualified candidate.
 - Deliberate and vote on a candidate to fill the vacant seat.

PUBLIC COMMENT:

- Bryce Lipson: Thanked Director Dykeman for his service on the Board.
- Bob Gottsman: Mr. Gottsman asked the board for their help to bring the community together on not continue this divisiveness, we need to resolve our differences. The EFPD is supported by taxes that come from the community it is for the benefit of the community; it is our community fire department. He continued saying that this Board needs to represent the community not just the firefighters, and he doesn’t feel that he has any representation on this board regarding the new training building. As a community member who has been attending fire district board meetings over the last 3 plus years, this not the way this organization should be run. The situation we face now is a result of action started years ago, I see my fire dept and firefighters as good appreciated neighbors, volunteers, part time serving a mountain rural fire dept I don’t see them or expect them to see themselves as full time urban firefighters or a mtn regional fire dept. This is not needed and puts more expectations on the fire fighters and the puts an excess burden on the taxpayers of the district. This training building is way too big for a local volunteer fire dept, we don’t need a regional ladder truck, etc. Genesee has a truck that we can use. He continued saying that he would like the Board to pass a resolution tonight to oppose the new

training building and erect a portable training trailer or container building to replace the smoke house. The community does not need to be burdened by the cost of a recall. It is up to you to represent me and the community. Director Simons asked Mr. Gottsman if he knows of any way to stop the recall election. He responded no. Director Simons replied the only way to stop it is for the opposition to stop it, there is nothing at this point the Board can do to stop the recall. Further discussion continued.

PRESENTATIONS: The December 2012 Financial Report was presented by Chief Weege. The report will change as the audit and closing entries are made. He went over the report and we are \$640K ahead. A discussion ensued regarding wildland deployment. EMS came in over budget which is due to contractual allowances being under-budgeted. Director Dykeman made a motion to accept and place the financial report on file; Director Christensen seconded the motion; the motion passed unanimously.

DIVISION REPORT

Administration/HR:

- Chief Weege thanked Director Dykeman for his service on Board and it has been a pleasure working with him.
- Wildland Fire forum scheduled at Evergreen High School Feb. 27th 7 pm. Agenda and guests to include Sheriff Mink and Sheriff Krueger, Jeffco Fire Management Officer Travis Griffin, CC Director of Emergency Management Kathleen Krebs.
- AOP meeting with JEFFCO and CC concluded with many changes due to the removal of CSFS from wildland fire responsibilities. Replaced by Division of Fire Prevention and Control.
- Apparatus numbering system change.
- Final mark-ups of employee handbook being reviewed
- Switch over to google mail went as well as can be expected with over 100 users. Thanks Chris J. for the hard work
- Radio project is waiting on City and County of Denver to complete the contract with the selected vendor.
- MCI training at Wilmot Elementary went extremely well. Joint exercise with JCSO. Thanks Tony, Doug and Kevin Gilbert.
- Doug has been selected to do a presentation for the Fire and Life Safety Educators
- Conference in SC in April.

Communications:

- The new Patriot 911 phone system is in place and still working out some minor bugs.
- Meetings have begun for the installation of the new admin phone system. A project manager is being assigned and a schedule will follow.
- Debbie Orton has finished training as a part time dispatcher.
- As of 01/31/13 the call for service count is 186.
A test of the new Code Red reverse 911 system was completed county wide with parts of Clear Creek County Feb. 6th. We are anxiously awaiting a report on the results of that test. EFR dispatchers are being trained to perform a launch Feb. 13.

EMS:

- EMS Billing and Call Taker audit "goal" (March)
- Advanced EMTB class starts March 19th, runs through July
- Meeting with CCHS to set up a credited First Responder class that will be offered to CCHS seniors
- Assisting Alpine Rescue in recertifying all their people in CPR
- Awarded a \$6,000 grant from RETAC to host seminar on Better Documentation for Better Billing. This class will be opened up to all responders within the RETAC who are responsible for patient care transports. Hoping to host 100 people.
- MCI training last month proved to be very beneficial. Involved EFR (Fire, Fire Prevention and EMS Dispatch), Jeff Co Sheriff Department, Jeff Co Schools, Wilmot Elementary school, Foothills Fire, Highlands Ambulance, Pridemark Ambulance, AMR Ambulance.

Fire Prevention:

- Working on a letter sign board for Station 2. In 2012, I received a \$10,000 donation from an Evergreen resident, to be used toward a Fire Prevention project. We decided on a letter sign board. This will replace the three green poles on the south west side of our property near the intersection of Bergen Parkway and Hiwan Drive where we hang the banners for safety day, CPR, Wildland forums etc., Single sided with lighted capabilities just like the business signs across the street but we will have the capacity to put the lights on a timer system. I have two other companies submitting bids for this letter sign display. I have also talked to the Garden Club and they are willing to put a flower garden around the sides and back of the display. A plaque will be installed on one side of the sign thanking the anonymous donor for his/her support to EFR.
- Shelly conducted 32 fire inspection and 10 follow-up.
- Started contract inspections for Elk Creek Fire District.

Maintenance:

- The entrance door punch lock failed and was replaced at station #6.
- The dryer was rebuilt at station #4.
- Several maintenance issues were recently discovered on 171. The failed siren is being covered under warranty, a discharge gauge has been replaced and other misc. lights and lenses are being addressed.
- Preparations have been made for the demolition of the existing training building. The few demolition cars remaining are now being located in the upper lot behind the station allowing room for the storage of building products for the new building.
- The current process of invoice review initiated by the Chief has triggered scrutiny of several vendors. Each Manager reviews every invoice they are responsible for versus having clerical staff process a portion of them. The goal is to insure EFR receives the best value for services and purchases. We are soliciting comparable quotes for some services as a result.
- We are currently partnering with Grainger to support an energy analysis for all facilities. The first phase was to audit the existing lighting in all facilities to determine efficiency. This was followed by a cost/benefit comparison to understand when new fixtures/lights could theoretically pay dividends. The immediate need is in the maintenance facility where replacing bulbs requires a lift that EFR doesn't own. This time consuming practice may be resolved following the installation of LED fixtures with an almost indefinite life. The fixtures will be replaced/retrofitted through the process of attrition.

Fire Operations Update:

- Average responders to possible and confirmed structure fires: 29
- Average company training attendance: 17
- Volunteer impact on response time: 4 minute improvement
- New officer corp was elected two weeks ago, no new officers at this time however Mason Duncan is the new Assistant Chief and will be focused on Wildland and Rescue operations. Godaire and Briscoe are new captains this year. Ashford will be engaged as a staff captain for wildland. We sincerely thank him for his service and leadership.
- EVFD Goals for 2013:
 - 1) Stop the recall
 - 2) Remain at \$0 wildland fire loss
 - 3) Execute water supply at all structure fires in under 5 minutes after the arrival of tanks
 - 4) Implement officer development program
 - 5) Remain the premier mountain area fire department
- New officer training programs are starting tomorrow; company training is being negatively impacted by the lack of a useable training structure today.

VHF Radio Conversion Update:

- Radio project is waiting on City and County of Denver to complete the contract with the selected vendor. Chris Johnson & Chief Weege are working on a plan B.

- They are working on moving our grant money from 2010 to 2011 which will give us until the end of 2013.
- We may have to apply for another FCC waver.

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	May-12	Feb-13	HR Updating

UNFINISHED BUSINESS:

- None

NEW BUSINESS:

- EMS Audit – Spending Authorization 2013-0001: Bob Walter presented to the Board the spending authorization to have Page, Wolfberg and Wirth perform an EMS audit. Director deDisse made a motion to approve the spending authorization Director Dykeman seconded the motion; the motion passed unanimously.
- Recall Election Equipment & Services – Spending Authorization 2013-0002: Chief Weege presented to the board the spending authorization for the printing of the election ballots as well as the equipment to scan the ballots and tabulate the results. Director Dykeman made a motion to accept and place the financial report on file; Director Christensen seconded the motion; the motion passed unanimously.
- Board Member Replacement Appointment Process: President Kling made the following motion:
I move that the board:
 - Directs the Chief, Human Relations Manager and other administrative personnel to cause this vacancy to be advertised in our usual manner for legal announcements.
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Director Dykeman made a motion to accept the motion as presented; Director Christensen seconded the motion; the motion passed unanimously.

BOARD MEMBER COMMENTS:

- The Board members thanked Director Dykeman for his service and commitment to the Board and that he has a smooth and successful move to South Carolina.

MEETING ADJOURNED

Director deDisse made a motion to adjourn; Director Christensen seconded the motion; the motion carried; the meeting adjourned at 8:32 PM.

NEXT MEETING DATES

Regular District Board Meeting March 12 at 7pm in Training Rooms A & B

Respectively Submitted,
Sylvia Ross
Recording Secretary