

**Meeting Minutes of the Estes Valley Fire Protection District
June 14, 2023 4:30 p.m.
Dannels Fire Station, 901 N. St. Vrain Ave., Estes Park, CO 80517**

Board: Jon Hodde, Dave Hamrick, Brian Tseng, Ryan Bross, Marybeth Bruchwalski

Staff: Div. Chief Paul Capo, Div. Chief Jon Landkamer, Chief of Staff Erika Goetz

Also Attending: Volunteer Representative Captain Spear, Lieutenant Ron Bruchwalski, Mark Igel

Absent: None

The following minutes reflect the order of the agenda and not necessarily the chronological sequence of the meeting.

President Ryan Bross called the meeting to order at 4:39 p.m.

Chief Capo led the Pledge of Allegiance

Chief of Staff Goetz performed roll call – All present; Brian Tseng via ZOOM

CONFLICT OF INTEREST

None

PUBLIC COMMENT / BOARD COMMENT

No public comment.

Board comment – Ryan Bross thanked everyone for the wonderful family dinner on Tuesday.

APPROVAL OF AGENDA

Moved by Jon Hodde and seconded by Dave Hamrick to approve the agenda. Motion carried unanimously.

APPROVAL OF MINUTES

Moved by Marybeth Bruchwalski and seconded by Jon Hodde to approve the meeting minutes from the 5/24/2023 board meeting as written. Motion carried unanimously.

PRESENTATIONS

None

REPORTS

Chief Report –

Administrative Division:

- Next Family Dinner is 4th of July (Board on deck to grill!)
- Apparatus will be in the Rooftop Rodeo Parade on July 6th
- September 12-14 SDA Conference in Keystone

Prevention Division:

- Stacey and Wesley have been attending the Farmer’s Market with an information table. They have interacted with 50 – 60 residents each week.
- Stacey visited all of our restaurants to help remind them to get their kitchen hoods cleaned and inspected.
- Commercial fire sprinkler projects have been completed in two downtown businesses, Brownfields and Bob & Tony’s/Full Throttle.
- Fire sprinkler projects are on-going in two existing hotel/motel businesses, Twin Owls Motor Lodge and Village Inn which are both part of new ownership, Trailborn.

Operations Division:

- Newsletter
- 47 FF’s 44 – Volunteers
- Significant MVC this week, good turnout and response led to best outcome for patients
- County completed work on Prospect Radio
- Calls 223 last year 241 (Attributed to EP Health cancelling us)

Training Division:

- FFII
- Swiftwater
- Agg. Interior Search

Upcoming – Unconventional Ground Ladders & Street-Smart FE

RECORD OF PROCEEDINGS

Station & Apparatus:

- All apparatus had their annual DOT inspections completed over the last two weeks.
- All ground ladders and the aerial ladder had their annual testing completed. Two ground ladders were retired due to damage.

Volunteer Captain Report – Captain Rick Spear gave an update on the progress of the lounge. We continue to have a good response to calls. Many thanks to Lt. Bruchwalski for picking up Battalion 71 shifts. Our top responder as of today has run 95 calls and our FF with the most training hours is at 190 hours.

OLD BUSINESS

Strategic Planning – Nothing new to report; will revisit the strategic planning document soon
Board Committees – no updates but are aware that the committees need to be updated due to the change in board members

POLICY UPDATES

None.

NEW BUSINESS

District Leadership Structure – Chief Capo presented a potential organizational chart to the board if an internal promotion process was identified. Discussion took place. No action was taken.

Resolution 2023-07 to Designate a Fire Chief during Interim Period – Motion by Dave Hamrick and seconded by Marybeth Bruchwalski to approve resolution 2023-07 to designate Paul Capo as the interim fire chief. Motion carried unanimously.

Identify Who Has Authority to Make Changes to Bank Credit Card Authorized Users

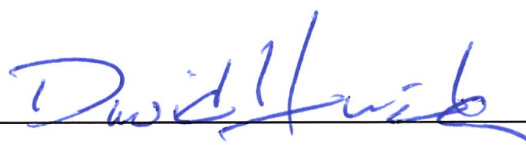
Motion by Ryan Bross, seconded by Dave Hamrick to approve Chief of Staff Erika Goetz, Div. Chief Jon Landkamer, and Treasurer Marybeth Bruchwalski to have authorization to make changes to credit card authorized users. Motion carried unanimously.

Colorado Special Districts Property & Liability Pool Repayment Agreement – Chief of Staff Goetz outlined the repayment agreement terms to the board. Motion by Ryan Bross, seconded by Dave Hamrick to approve the repayment agreement. Motion carried unanimously.

The next regularly scheduled board meeting will be on Wednesday, June 28th at 4:30 pm.

Motion moved by Marybeth Bruchwalski to adjourn the meeting. Seconded by Jon Hodde. Motion carried unanimously.

Meeting adjourned at 5:48 p.m.



David Hamrick, Secretary

The Mission of the Estes Valley Fire Protection District is to provide the citizens of and visitors to the Estes Valley with superior fire prevention, fire protection and emergency services in a safe and efficient manner."

"The Mission of the Board of Directors of the Estes Valley Fire Protection District is to establish policy, goals, strategies and financial leadership that are the foundation for the long-term sustainability of the District."