

RECORD OF PROCEEDINGS

Meeting Minutes of the Estes Valley Fire Protection District

November 20, 2019 6:00 p.m.

Dannels Fire Station, 901 N. St. Vrain Ave., Estes Park, CO 80517

Board: President Doug Klink, Vice President Mike Kearney, Treasurer Dave Coleson, Mike Richardson, Ed Ford

Staff: Fire Chief Wolf, Board Recording Secretary Goetz

Also Attending: Jonathan Hodde

Absent: Mike Kearney-absent excused

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

President Doug Klink called the meeting to order at 6:02 p.m.

Chief Wolf led the Pledge of Allegiance

Secretary Goetz performed roll call – Mike Kearney-absent excused

CONFLICT OF INTEREST

Kearney for snow plowing

PUBLIC COMMENT / BOARD COMMENT

No public comment.

Board comment- President Klink read a letter submitted by Mike Kearney of his intent to resign from the board effective 12/31/2019.

Motion by Ed Ford, seconded by Mike Richardson to accept Mike Kearney's letter of resignation. Motion carried unanimously.

APPROVAL OF AGENDA

Moved by Dave Coleson, seconded by Mike Richardson to approve the agenda as written. Motion carried unanimously.

APPROVAL OF MINUTES

Moved by Dave Coleson, seconded by Mike Richardson to approve the 10/16/19 and 10/21/19 meeting minutes as written. Motion carried unanimously.

Presentations –none

REPORTS

Fire Chief Report –

Administrative Division:

- Upcoming Events
 - Flu Shots – If you missed, can go to Larimer Health Office on Brodie
 - Holiday Party – Tuesday, December 17th at Station 1
- Grants
 - Applying for DFPC Health & Safety Grant, open 1/1/20
- Other
 - Email outlining all volunteer member benefits sent out
 - Member resources website
 - Policy website
- Update to Election Cycle
 - DOLA is transitioning to odd year elections. Handout provided

Community:

- Local
 - Trick-Or-Treat on Elkhorn
- State
 - Hosted “Preparing for What We Have Never Seen Before” Workshop 2.0
 - 35 attendees from Federal, County, and Local partners
 - 2017 discussion on emergency response/operations
 - 2019 discussion on prevention, resiliency, and recovery
 - Facilitated by Wolf (EVFPD) and Lewelling (RMNP)
 - CSFC looking to combine Volunteer and Combination Sections

Prevention Division (F4):

- Fire Marshal process
 - Job posted on website/nationally, and panel invited

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- Friday 1/3 – Applications Due
- Monday 1/6 – Review Applications
- Tuesday 1/7 – Schedule interviews, send written assessments
- Week of 1/13 (T 1/14, W 1/15, Th 1/16) – Phone interviews
- Friday 1/17 – Rank and decide on invite
- Week of 1/27 – Top candidate to Estes for face-to-face visits
- Fee Collection
 - \$5,179 in planning fees (\$4,879 is Wildfire and Wind River projects)
 - \$500 in building fees
 - \$5,028 in impact fees (contractor plans to submit for waiver)
- Inspection Program
 - “Never” inspected down to 9. Remaining are scheduled (4) or closed for winter (5)
 - Meeting next week to start development of 2020 inspection plan

Training Division (F3):

- Weekly Training
 - November: Miscellaneous
 - CPR Tues 11/26 @ EPH
 - December: Officer Development
- External Classes (Hosting/Instructing)
 - Fire Academy (August)
 - Graduation Saturday 11/23, 18:00, Hempel Auditorium
- Notable Training Accomplishments
 - 24 graduating from FFI, 4 from FFII
 - 100% pass rate for FFII, and FFI non-live fire JPRs. 3 will repeat live fire JPRs

Operations Division:

- Currently at 563 calls, 598 on 11/20/2018 (-5.9%)
- Recruitment
 - Next recruitment push in Spring 2020
- Notable Incidents
 - Car fire
 - Propane tank fire with forcible entry
 - Two extrications during snowstorm in October

Station & Apparatus:

- Apparatus
 - Engine 7 – new (old) ladders
 - Squad 3 & Ladder 6 departed without incident
 - Ladder 71 – Paratech struts arrived and on apparatus. Awaiting minor accessories

Treasurer’s Report- Dave Coleson reviewed the October 2019 balance sheet(s) including, but not limited to: governmental funds and schedule of capital assets, statement of revenues, expenditures, and changes in fund balance for general operations, operating reserve, Tabor and capital reserve were also provided.

Moved by Doug Klink, seconded by Ed Ford to accept paid bills. Motion carried unanimously.

OLD BUSINESS

Dispatch:

- MDCs in our possession. General set up complete.
- Mobile CAD programming
- CAD programming
- Working on paging/alerting options with WAC and Dispatch

Station Transfer:

- No update

2020 Budget:

No significant changes. No questions by the board.

NEW BUSINESS

Chief Wolf presented for the 2nd time policy #214 Peer Support.

Motion by Ed Ford, seconded by Dave Coleson to approve the Peer Support Policy #214 as written. Motion carried unanimously.

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Chief Wolf presented for the 2nd time a section 11.13 Internal Investigation and Supervisory Inquiries section to be added to the personnel policy manual as it relates to use of the peer support team.

Motion by Mike Richardson, seconded by Ed Ford to approve the addition of section 11.13 to the personnel policy manual. Motion carried unanimously.

The next regularly scheduled board meeting will be December 11, 2019 at 6:00 p.m. at Dannels Fire Station.

Meeting adjourned at 6:47 p.m.



Ed Ford, Secretary of the Board

EF/eg

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."