

**Meeting Minutes of the Estes Valley Fire Protection District
October 16, 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: none

Absent: Dave Coleson 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 – Dave Coleson absent excused

CONFLICT OF INTEREST

none

PUBLIC COMMENT / BOARD COMMENT

No public comment. Mike Richardson asked about availability of the training room for the annual pet association holiday photos. Erika Goetz to provide him with information about room use.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Moved by Mike Richardson, seconded by Ed Ford to approve the 9/25/19 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
 - Thanksgiving Potluck – Tuesday, November 19th at Station 1
 - Holiday Party – Tuesday, December 17th at Station 1

Community:

- Local
 - Completed numerous Fire Prevention Week events, including schools
- County
 - Submitted acceptance paperwork for Health Grant

Prevention Division (F4):

- Fire Marshal process
 - Week of 10/28 – Post job, nationally
 - 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
 - Meeting to confirm outstanding fee amounts
 - Outlined future path for invoicing
 - Expect resolution by year end out outstanding fees

Training Division (F3):

- Weekly Training
 - October: Truck Company Operations
 - Opportunities to train on new equipment being loaded onto Ladder 1
 - October 19-20: Technical Rope class for new high angle equipment
- External Classes (Hosting/Instructing)
 - Fire Academy (August)
 - Exterior = 26
 - Interior = 24
 - Firefighter II = 7
 - Colorado State Chiefs Conference
 - Wolf teaching two courses (Chief Assessments, Training Program Development)
 - Capo teaching one course (Training to Win)
 - Taking 5 officers/members

Operations Division:

- Currently at 513 calls (Oct 16), 541 calls on this date last year (-5.2%)
- Recruitment
 - Next recruitment push in Spring 2020
- Notable Incidents
 - Structure fire Fall River Road
 - Stanley “fire” - outlet
 - Grass fire on Moraine Ave
- Residency Program
 - No current residents
- Other
 - County wide apparatus numbering by January 1
 - Have already started using Battalion 71 for duty officer
 - Ladder 71 will not change

Station & Apparatus:

- Station 1
 - Flat Roof Replacement
 - Completed on budget
- Apparatus
 - Ladder 71
 - Equipment mounting continues
 - Awaiting struts from Paratech to complete installation
 - Squad 3 – sold
 - Ladder 6 – donation?

Treasurer's Report- Doug Klink reviewed the September 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 Mike Kearney, 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
- Call processing times 6/1/19 through end September

Station Transfer:

- No update

Strategic Plan:

Board retreat scheduled for October 21st from 12-5pm

Disposal of L6:

Discussion took place on making sure the sale is “as-is” and disclosure of known issues. Motion by Doug Klink, seconded by Mike Kearney to approve donation of L6 to Heroico Cuerpo de Bomberos de Nuevo Casas Grandes Chihuahua pending approval of legal paperwork from our legal counsel. Motion carried unanimously.

RECORD OF PROCEEDINGS

2020 Budget

No significant updates from prior presentation.

NEW BUSINESS

Chief Wolf presented a proposed policy update to the Districts ride-a-long policy at the 9/25 meeting and is asking for board approval tonight. Motion by Mike Richardson, seconded by Ed Ford to approve the updated Ride-a-Long policy. Motion carried unanimously.

Chief Wolf presented a proposed update to salary ranges at the 9/25 meeting and is asking for board approval tonight. Motion by Ed Ford, seconded by Mike Kearney to approve the update to salary range policy. Motion carried unanimously.

Chief Wolf presented to the board information on forming a Peer Support Team. We received a \$10,000 grant from Larimer County for the 1st year. Policies, guidelines and list of trained members were reviewed. This will be brought to the board for approval on November 20th.

The next regularly scheduled board meeting will be November 20, 2019 at 6:00 p.m. at Dannels Fire Station.

There will be a board retreat held on October 21st from noon -5pm at Station 1.

Meeting adjourned at 6:42 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."