

RECORD OF PROCEEDINGS

**Meeting Minutes of the Estes Valley Fire Protection District
September 25, 2024 4:30 p.m.
Dannels Fire Station, 901 N. St. Vrain Ave., Estes Park, CO 80517**

Board: Dave Hamrick, Brian Tseng, Ryan Bross, Mike Lewelling, Chris Buser

Staff: Asst. Chief Jon Landkamer; Interim Chief Paul Capo; Chief of Staff Erika Goetz, Marinda Baxter

Also Attending: Captain Rick Spear, Lt. Ron Bruchwalski, Kelly Brenner, Patti Brown,

Absent: None

President Ryan Bross called the meeting to order at 4:30 p.m.

Assistant Chief Capo led the Pledge of Allegiance

Erika Goetz performed roll call – all present

APPROVAL OF AGENDA

Moved by Mike Lewelling and seconded by Chris Buser to approve the agenda with the modification of a board meeting on October 30th, not the 23rd. Motion carried unanimously.

CONFLICT OF INTEREST

None

PUBLIC COMMENT

None

APPROVAL OF MINUTES

Moved by Dave Hamrick and seconded by Chris Buser to approve the meeting minutes from the 8/28/24 board meeting as written. Motion carried unanimously.

PRESENTATIONS

Assistant Chief Landkamer presented a PowerPoint of the proposed 2025 budget. Budget is projected to stay flat for sales tax. Major changes are the addition of 1A sales tax for the wildland program, budgeted for an election (board seats), and the addition of prevention staff that will be covered under either 1A or grant monies we have been awarded. The budget will continue to be dialed in until it's adoption in December.

REPORTS

Chief's Report –

Administrative Division:

- Family Dinner will be October 1st also dept/family photo – RSVP to Lt. Harrison
- October 8th will be meet & greet with Fire Chief candidate's public from 4-5:30 and volunteers from 6-7:30
- Held a grant workshop on Monday night, 11 Attendees

Prevention Division:

- Lt. Shepard has been seeing some improvement in requests for HIZ assessments with the new web-based form
- WUI Educator position – FR-WRM grant has been posted internally – 3 candidates, interviews on Thursday
- Chief Landkamer attended a "Fueling Adaptation" field tour last week along with LCES and LFRA – national research project looking at the Wildfire Crisis Strategy and if the funding is getting down to where the work is being done. Larimer County was the first stop out of 40 counties nationwide based on the good work that is already happening here.
- Meeting with BTHWP and Gateway to the Rockies committee next week and giving a presentation on the Thunder Mountain project with EVWC, Wilynn.
- Lt. Shepard to attend FACO conference in Snowmass next week.

Operations Division:

2024 – 599
2023 – 473 126 difference
52 FF's – 47 vol.
+8 Aux. = 55 Volunteers
Bon Fire Thursday night

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Training Division:

Extrication

Academy Int.– 19 -Ext 21

2-BE

6 Lyons

1- PW

10 - Estes

Station & Apparatus:

- Ladder 71 has been put back in service but will be out for more repairs locally
- E71 has had several electrical issues addressed by Garrett with Fleet
- Fleet has hired a fourth mechanic, Tyler
- HME/Ahrens Fox Type 6 is locked in with an October 25th delivery at this point, pre-payment has been made to receive the discount

Misc.:

- Bo Winslow celebration of life is at the Cheley Colorado Camp Chapel Sunday, September 29th at 1300. We will have an engine and do a bell ceremony for Bo's 20+ years of service.

Volunteer Captain Report – Captain Spear reported that the volunteers continue to do good work calling out Lt. Bruchwalski, Lt. Platz, and Lt. Shepard as going above and beyond. Great training the last couple of weeks with good participation.

Treasurer's Report – Reviewed August 2024 balance sheet(s) including, but not limited to governmental fund and schedule of capital assets, statement of revenues, expenditures, and changes in fund balance for general operations, operating reserve. Moved by Ryan Bross and seconded by Dave Hamrick to approve transactions listed in the Treasurer's report. Motion carried unanimously.

OLD BUSINESS

Strategic Plan – no update

Internal Fire Chief Recruitment – Chris Buser and Erika Goetz gave an update. Job posting will close on September 29th. Meet & greet on October 8th from 4-5:30 for the public and 6-7:30 for the volunteers. Comment cards will be provided. Panels are set and interview questions will be finalized on Friday.

POLICY UPDATES

#218 Subpoenas & Court Appearances – 2nd Review

No updates or changes since the last presentation. Motion by Ryan Bross, seconded by Brian Tseng to approve the addition of policy #218 subpoenas & court appearances. Motion carried unanimously.

#219 Patient Medical Record Security & Privacy – 2nd Review

No updates or changes since the last presentation. Motion by Dave Hamrick, seconded by Mike Lewelling to approve the addition of policy #219 Patient medical record security & privacy. Motion carried unanimously.

#345 Unmanned Aircraft Systems – 2nd Review

No updates or changes since the last presentation. Motion by Mike Lewelling, seconded by Ryan Bross to approve the addition of policy #345 unmanned aircraft systems. A question was asked if the drone has been used yet. The drone was donated to us, so it has been flown during training to make sure it worked. We have not used it in an official capacity waiting to get this policy in place.

#221 Social Media and Public Relations – 1st Review

Chief of Staff Goetz presented an update to policy #221 redlined to identify changes. Main updates were to reference our anti-harassment policy and to expand the definition of social media to include new channels (twitter changed to X, addition of TikTok, etc.)

NEW BUSINESS –

IGA for Wildland Deployment Resource Sharing

Interim Chief Capo presented the IGA for wildland deployment resource sharing stating that this was an amendment to an already existing IGA, but to add three new agencies to the mix. Additions would be Evans Fire PD, Lyons Fire, PD, and Boulder Rural Fire PD. Motion by Ryan Bross, seconded by Dave Hamrick to approve the IGA for wildland deployment resource sharing. Motion carried unanimously.

Appoint a Treasurer

Vice-President Brian Tseng has been filling in as treasurer since Jon Hodde resigned. Discussion took place about splitting the treasurer duties between two people. Motion by Ryan Bross, seconded by Mike Lewelling to co-appoint Chris Buser and Brian Tseng as treasurers. Motion carried unanimously.

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BOARD COMMENT

Ryan Bross thanked the staff and volunteers for everything they are doing.

The next board meeting will be on Wednesday, October 9th as it pertains to the chief process only. There will be an executive session to debrief the interview panels with the board.

The next main board meeting will be on Wednesday October 30th at 4:30pm with a Pension Board meeting before the board meeting at 3:30pm.

Motion by Ryan Bross, seconded by Chris Buser to adjourn the meeting. Motion carried unanimously. The meeting adjourned at 5:32 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."