

RECORD OF PROCEEDINGS

Meeting Minutes of the Estes Valley Fire Protection District

October 25, 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: Chief Paul Capo, Div. Chief Jon Landkamer, Chief of Staff Erika Goetz

Also Attending: Volunteer Representative Captain Rick Spear, Lt. Ron Bruchwalski

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 4:30 p.m.

Chief Capo led the Pledge of Allegiance

Erika Goetz performed roll call -- all present

CONFLICT OF INTEREST

None

PUBLIC COMMENT / BOARD COMMENT

No public comment.

President Bross wanted to thank everyone for a wonderful open house event, also acknowledged the call updates to the board from Chief Capo.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Moved by Marybeth Bruchwalski and seconded by Jon Hodde to approve the meeting minutes from the 10/11/2023 board meeting as written. Motion carried unanimously.

PRESENTATIONS

None

REPORTS

Fire Chief Report –

Administrative Division:

- Warren is Scheduled to be here on November 16th for the work session.
- Received an application for pension disability
- 5th amended LETA IGA has been fully executed and goes into effect on 11/1/23
- 10/31 Halloween downtown 5-7
- 11/7 Election for Prop HH
- 11/14 Thanksgiving Potluck
- 11/18 Academy Graduation 4:00pm

Prevention Division:

- Stacey led a group of volunteers in a full day at the Estes Park Elementary School on Wednesday, October 11th, she is also coordinating getting volunteers to the EPMS for an egg drop event with our ladder truck.
- Stacey and Chief Landkamer attended the CSFC Leadership Challenge in the Fire Marshal track. Lt. Bruchwalski, FFs Brenner and Platz also attended in the Company Officer track.
- Jamie Kuryllo is ready to submit the CWDG grant and is waiting for final reviews to be completed before the end of October deadline. She presented a study session to the Town Board October 24th and it was well received.
- We decided to wait until the next cycle of the COSWAP grant early in 2024 so we could plan the requested project better. We are also waiting until the next cycle on an AIM grant (Jan. Feb. 2024)
- Wesley lining up many home WUI assessments in Windcliff and throughout other neighborhoods in our District, as well as project development for the CWDG and COSWAP grants.

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Operations Division:

- 540 -2023 540 – 2022
- 48 ff's SAME
- Calls-
 - Wildland fire Hell canyon Rd
 - Unfortunate Fatality – Peer support
 - Gas Leak Elkorn Ave

Training Division:

- FA Class 7 – Interior 12 Students
- Car Fires last night
- Leadership training/report Writing/Tactic/strategy scenarios... Graduation & Haz Mat Academy
- Lt Thomas working on training Calendar Next year

Station & Apparatus:

- Fleet is working on various issues with L71, E71 as well as regular service work as needed.

Volunteer Captain Report – No report this meeting

Treasurer's Report – Treasurer Marybeth Bruchwalski reviewed the September 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. Moved by Jon Hodde and seconded by Dave Hamrick to accept transactions as listed in the Treasurer's report. Motion carried unanimously.

OLD BUSINESS

Chief Recruitment Process- The job posting comes down on 10/29. Warren with Prothman will be here on 11/16 for a work session. Chief of Staff Goetz asked the board to send interview questions and potential stakeholders for the interview panel to her. Captain Rick Spear to ask for volunteer membership representation for panel interviews. Meet and greet to be held on 12/5 and in person interviews on 12/6.

2021 IFC Code Adoption – Chief Landkamer asked if the board had any questions since his last presentation of the code updates/changes. No public comments or questions.

2024 Proposed Budget – The proposed budget was reviewed with the financials. There is still uncertainty with property tax numbers until after the election on 11/7.

POLICY UPDATES

Update of Policy #285 Employee Benefits & Leave

No changes since the presentation of the policy update at the last meeting. Motion by Ryan Bross, seconded by Dave Hamrick to approve the updates to policy #285. Motion carried unanimously.

Chief Paul Capo presented policy #206 Auxiliary Program to the board for its first review.

NEW BUSINESS

The next board meeting will be a work session with Prothman on Thursday, November 16th at 4:30 pm.

The next regular board meeting will be on Wednesday November 22nd at 4:30pm.

The next pension board meeting will be on Wednesday November 22nd at 3:00pm.

Motion by Ryan Bross, seconded by Brian Tseng to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 5:30 p.m.



David Hamrick, Secretary

BRIAN TSENG, VICE-PRESIDENT

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."