

# RECORD OF PROCEEDINGS

**Meeting Minutes of the Estes Valley Fire Protection District  
October 21, 2019 12:00 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:** Div. Chief Paul Capo, Lt. William Harkins, FF Ryan Leahy

**Absent:** none

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 12:12 p.m.**

**Chief Wolf led the Pledge of Allegiance**

**Secretary Goetz performed roll call – all present**

## **CONFLICT OF INTEREST**

none

## **PUBLIC COMMENT / BOARD COMMENT**

No public comment.

No board comment

## **APPROVAL OF AGENDA**

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

## **NEW BUSINESS**

Chief Wolf presented a PowerPoint to recap our historical data and results of the 3 surveys that the Board, staff, and volunteers participated in.

Discussion on goals & standards for administrative, prevention, and training & operations divisions ensued.

Outcomes:

### **Administrative**

- Maintain an Operating Reserve of at least 25% of annual Operating Budget
- Target combined Operating & Capital reserves of at least 33% of annual Operating Budget
- Recession plan
- Maintain a Capital Reserve and Capital Budget to enable:
  - Replacement of heavy apparatus every 20 years
  - Replacement of support vehicles every 10 years
- Provide our members with services/benefits to promote mental health & physical wellbeing
- Update and maintain organizational policies
- Ongoing development of effective and efficient business processes
- Promote strategic and responsible use of resources
- Maintain high standard of transparency and responsibility to the public

### **Prevention**

- Inspection plan to visit every commercial occupancy in the Estes Valley at least every two years
- Complete plan reviews and requests for comment by assigned deadlines 90% of the time

### **Training & Operations**

- Build and maintain mutual aid networks and partnerships to enhance operational readiness (aid in closest available resource dispatching)
- Explore feasibility of unifying/merging with adjacent Districts/Departments
- Consistency of response / response times?
- Increase recruitment efforts, Aim for 40-45 volunteer members

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

Meeting adjourned at 2:38 p.m.



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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."*