

RECORD OF PROCEEDINGS

Meeting Minutes of the Estes Valley Fire Protection District

August 22, 2018 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:

Absent: Doug Klink absent excused; Dave Coleson absent excused

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

Vice-President Mike Kearney called the meeting to order at 6:02 p.m.

Chief Wolf led the Pledge of Allegiance

Secretary Goetz performed roll call – Doug Klink absent excused; Dave Coleson absent excused

CONFLICT OF INTEREST

none

PUBLIC COMMENT / BOARD COMMENT

None/None

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Moved by Ed Ford, seconded by Mike Richardson to approve the 7/25/18 meeting minutes as written. Motion carried unanimously.

Presentations – none

REPORTS

Fire Chief Report –

Administrative Division:

- Switching payroll to Pinnacle on September 1, 2018
- Department photo Tuesday August 7 prior to family dinner

Prevention Division (F4):

- Plan Reviews and Assessments for August 1-15
 - First contact inspections 29
 - Re-inspects 26
 - Education/Engineering/Site Inspect 5
 - Citizen Complaints 3
 - Community outreach 3
 - Plan reviews & permits 12
 - All plan reviews up to date
- Misc
 - Web site updates to include more educational material
 - Knox HomeBox available for residential properties
 - Attending Emergency Reporting workshop for enhanced performance from program
- Community
 - Working with School District on new security system and firefighter access
- FireWise
 - Home Assessments 6
 - Business Assessments 3
 - Working with 3 communities and 1 business on FireWise designation, target completion by end 2018

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Training Division (F6):

- Weekly Training
 - August: Search & Rescue
 - Have guest speaker on 8/28 on Situational Awareness
 - September: Extrication (vehicle)
- External Classes (Hosting)
 - Completed for 2018
 - Net Revenues of \$3,600 between all classes
 - Provided 1,300 hours of additional training for wide range of agencies
- Certification Classes (Hosting)
 - Fire Academy finished first week
 - Total 17 students in Exterior, 2 in Firefighter II
 - EVPFD 9, Allenspark 2, Pinewood Springs 1, Big Elk 2, Glen Haven 1, LFRA 1, Platte Valley 1
- Notable Training Accomplishments
 -
- Mutual Aid
 - Lyons used training site for live fire (paid)
 - Glen Haven used training site for exterior training (free)
 - Working with Pinewood Springs on IGA for TargetSolutions

Operations Division:

- Currently at 432 calls (8/22/18)
- Recruitment
 - Successful Spring class, with plans to repeat in 2019
- Notable Incidents
 -
- Dispatch
 - Working with CRISP Admin to update call types (for all agencies in county)
 - MDRC meeting to establish call processing times (for all agencies in county)
 - Fort Collins helping us build run cards, training Estes
 - Working on paging/alerting options with WAC and Dispatch
- Residency
 - Summer residents moved out on Monday
 - Saved District \$1,500 in cleaning costs
 - Apparatus checks weekly

Community:

- County Chiefs
 - Scheduled next meeting for August 29, hosted by LETA
- State Chiefs
 - On planning committee for State Chiefs convention
 - Presenter at State Chiefs

Station & Apparatus:

- Station 1
 - New workout equipment in place
 - Generally cleaned up
- Training Site (F6)
 - Classroom DONE
 - Awning DONE
- Apparatus
 - Ladder 6 (F6)
 - Working with Jason Byrne of Front Range Fire on spec
 - Target of September for spec to send out for bid

Treasurer's Report- Chief Wolf reviewed the July 2018 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 Ed Ford, seconded by Mike Richardson to accept paid bills. Motion carried unanimously.

OLD BUSINESS

- Station Transfer: Still pursuing options
- Strategic Planning: Update on Residency Program given in Chief's Report
- November Election
 - Letter to the Editor in both Trail Gazette and EP News, website, social media
 - Finalizing language for ballot question
 - Will have 2 options for the ballot question to choose from on 9/5/18

NEW BUSINESS

The board reviewed the proposed CORA policy as originally discussed at the 7/25/18 meeting.

Motion by Mike Richardson, seconded by Ed Ford to approve the CORA policy. Motion carried unanimously.

The board reviewed the CO Special Districts Property & Liability Pool Repayment Agreement. This repayment policy would only come into effect if the District cancelled its workers compensation with the Pool.


Motion by Mike Richardson, seconded by Ed Ford to approve the CO Special Districts Property & Liability Pool Repayment Agreement. Motion carried unanimously.

The board reviewed the IGA prepared by Larimer County for the 2018 November election. This was reviewed by the districts attorney as well.

Motion by Mike Richardson, seconded by Ed Ford to approve the IGA for 2018 General Election. Motion carried unanimously.

The next regularly scheduled board meeting will be September 5, 2018 at 5:00 p.m. at Dannels Fire Station.

Meeting adjourned at 6:32 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."