

## RECORD OF PROCEEDINGS

### Meeting Minutes of the Estes Valley Fire Protection District

April 18, 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:** Vice President Kearney absent excused

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

**Ed Ford called the meeting to order at 6:01 p.m.**

**Chief Wolf led the Pledge of Allegiance**

**Secretary Goetz performed roll call – Vice President Kearney absent excused**

#### CONFLICT OF INTEREST

none

#### PUBLIC COMMENT / BOARD COMMENT

No public comment

Board Member Mike Richardson wanted to say great job on the McGraw Ranch Road fire today. Mike was PIO for this event. President Klink wanted to mention that this would have been a good call to use the UTV.

#### 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 Dave Coleson, seconded by Ed Ford to approve the 3/28/18 meeting minutes as written. Motion carried unanimously.

#### Presentations – none

#### REPORTS

##### Fire Chief Report –

##### **Administrative Division:**

- Spring 2018 Newsletter out April 9
- Operational/Training Flashes to be used for information
  - Training flashes on issued equipment
  - Operational flashes on road closures, etc
  - Emailed to members
  - Kept in binder at station
- Spousal Appreciation Dinner
  - Coordinated by F8
  - Stanley Hotel
  - Casino Night
  - Friday 5/4

##### **Operations Division:**

- Currently at 175 calls for 2018 (178 last year on 4/18/17)
- Recruitment Dinner planned for April 19<sup>th</sup> (F9 coordinating)
  - Dinner, information, demos
  - Have 14 candidates registered
- IGA with Loveland Fire
  - Covering Mutual and Automatic Aid agreements

##### **Dispatch:**

- Changes to dispatch protocols to increase efficiency
  - Full fire page on automatic fire alarms
  - Full fire page on smoke reports involving structures
- Working with Glen Haven to improve radio protocols
  - Changes in place Tuesday 4/3
- Added new 800 MHz Talkgroup (Tac 1 and Tac 2)
- Research study conducted by Dispatch expected soon
  - Discussion on potential changes and their impact on our times
  - Working with Dispatch to target which medical calls we're auto added on

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### Training Division (F6):

- Weekly Training
  - April: Truck Company
  - May: RIT/Survival
  - June: Engine Company
- External Classes
  - WTGB: 2 Day RIT & Survival 5/11 & 5/12
  - Using Eventbrite
- Certification Classes
  - Proctor 3/30 – Nine Estes members now Proctors up to current certs, F1/F6 for DO
  - Instructor I (F1)
    - Didactic completed
    - Students scheduling practical exams
  - Fire Academy 8/16
    - Advertise starting late June/early July
- Driver/Operator Training Series
  - Utility, Tender, Pumper, Aerial – to be required?

### Community:

- Estes Park
  - Explorer Post 911 (F9)
    - Increased involvement in training roles
    - Have been doing ride alongs for students
  - Active Shooter Drills YMCA
    - Close out event April 10
    - Working on site addressing
  - Rooftop Rodeo
    - Friday July 6 @ 0900
- Mountain Chiefs
  - Discussion of automatic mutual aid contracts for fires and entrapments
  - Next meeting after Larimer County All Hazards Meeting
- County Chiefs
  - Discussing county projects such as PulsePoint and EMS contracts
  - Next meeting hosted by Larimer County 5/7 (after all hazards meeting)
  - Wolf working with northern agencies on Exterior Fire Academy (June)
  - Leading discussion on fire drills in age of active shooters, integrating with SWAT
  - All Hazards meeting 5/7
- State Chiefs
  - Working with State Chiefs on Gallagher
  - Helping host budgeting workshop in June

### Station & Apparatus:

- Training Site (F6)
  - Making progress on all projects
  - Electrical inspection done/passed
  - Burn building “apartment” completed
  - Awning next
  - Forcible entry prop underway
- Apparatus
  - Ladder 6
    - Currently scheduled for replacement in Capital Purchase Plan in 2020
    - Approval from Board to create committee and start spec now (April 18, 2020)
    - Assess performance of current Ladder 6 to determine if need to expedite process
- Equipment
  - Low angle rope equipment in service, additional training planned for late summer (F12)
  - Interior members issued personal escape rope (F6)

### Personal

- Applying for Colorado Executive Fire Administrator Certification  
Out of town for FDIC 4/22-28

### OLD BUSINESS

#### Station Transfer:

- Two simultaneous things happening:
- 1) Working with BOR on Special Use Permit (SUP)
  - IGA with Town complete and on file
  - Have request into BOR to add more parking
  - Expected draft SUP late March
- 2) Town pursuing legislative option that grants us ownership of land
  - Land would be granted directly to EVFPD
  - Town would transfer building
  - No SUP required
- After Town sent letter to state legislators requesting transfer of land to Town/Fire District, respectively, we have received an overwhelming increase in push back from the BOR

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- Do not anticipate that we can work directly with BOR, and working with Town to see if land transfer is possible
- Frank following up with Legislators

### Strategic Plan:

- Resident Program Summer Trial Proposal, next steps:
  - Set up space (F14)
    - Upstairs cleared out
    - Dining table/chairs present
    - Have desks coming
    - Need to obtain pots/pans/plates
  - Set up agreements/policies
    - Have draft policies, reviewing with Linda via phone tomorrow
  - Advertise
    - Have already discussed with a few internal members
    - Email out April 17
    - Applications due April 30
    - Intent to interview early May
  - Execute
    - Program start/end date will depend on candidate's school/work schedule
    - Expect mid/late May start

### Prevention Division Update:

- Inspector job posting out (F4)
- Received eight applications that met minimum requirements
- Interviewing four applicants that met "desired" requirements on April 20
- Reduction of false alarms on automatic fire alarm systems (F4)
- Community Education
  - Moms group April 19 (F4)

### NEW BUSINESS

The board reviewed the proposed Impact Fee and Plan Review Fee waiver policy. President Klink noted that the Town of Estes Park has the authority to waive our Impact Fees by state statute. After much discussion the board has asked the policy to be revised to allow projects that have already been granted a waiver by the town to apply for a waiver/reduction in fees with EVFPD. The board also discussed the process for evaluation of applications, the timeline to hear the applicant, and the timeline to approve/deny the waiver request. Board to review the revised policy at the next board meeting.

The board reviewed the IGA for automatic and mutual aid with Loveland Fire Rescue Authority. This IGA expands the response area that we would provide automatic and mutual aid to LFRA. Motion by Ed Ford, seconded by Dave Coleson to approve the IGA as written. Motion carried unanimously.

Motion by Dave Coleson, seconded by Mike Richardson to move into executive session pursuant to section 24-6-402(4)(f) C.R.S. for purposes of discussing personnel issues regarding Chief David Wolf. Motion carried unanimously.  
Entered into executive session at 7:03pm.  
Resumed regular session at 7:25pm.

The next regularly scheduled board meeting will be May 23, 2018 at 6:00 p.m. at Dannels Fire Station.

Meeting adjourned at 7:28 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."*