

# RECORD OF PROCEEDINGS

## Meeting Minutes of the Estes Valley Fire Protection District

May 27, 2020 5:30 p.m.

Dannels Fire Station, 901 N. St. Vrain Ave., Estes Park, CO 80517

**Board:** Dave Coleson, Mike Richardson, Ed Ford, Jon Hodde, Larry Leaming

**Staff:** Fire Chief Wolf, Board Recording Secretary Goetz

**Also Attending:**

**Absent: none**

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

Due to the COVID-19 precautions this meeting was held by phone call in using the Zoom platform

**Ed Ford called the meeting to order at 5:30 p.m.**

**Chief Wolf led the Pledge of Allegiance**

**Secretary Goetz performed roll call – Jon Hodde delayed, joined 5:36pm**

### CONFLICT OF INTEREST

None

### PUBLIC COMMENT / BOARD COMMENT

No public comment.

Dave Coleson on behalf of the school district thanked the fire district for participating in the parade for the graduating seniors.

Mike Richardson reiterated the thank you to the district for participating in the parade for the seniors. Mike's son graduated this year and the parade was larger than they thought it would be. It was a very special event for the seniors.

### APPROVAL OF AGENDA

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

### APPROVAL OF MINUTES

Moved by Larry Leaming, seconded by Dave Coleson to approve the 5/13/2020 meeting minutes as written. Motion carried unanimously.

**Presentations:** none

### REPORTS

#### Fire Chief Report –

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

- Upcoming Events
  - Park Reservation System – start tomorrow
  - Family Dinner, Tuesday June 2 (CANCELLED)
  - Fireworks, Saturday July 4 (LIKELY CANCELLED)
  - Spousal Appreciation (POSTPONED – TBD)
  - SDA, Wednesday Sept 23 to Friday Sept 25 (arrive Tuesday night)
    - Budget for 2-3 board members
- Grants
  - Received Ready, Set, Go! through IAFC
- Other
  - Policy Manual
    - All posted on [www.estesvalleyfire.org/policies](http://www.estesvalleyfire.org/policies)
    - Wednesday 5/27: first review by Board
    - Wednesday 6/24: second review by Board/approval
  - Member Support Fund (thanks to Hoddes for idea)
    - One member supported in Q2
    - Additional funds for future support

##### **Training Division:**

- Weekly Training
  - In person driver training, one squad per week
  - Online Zoom training each week on timely topics
  - Starting swiftwater in June

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- External Classes (Hosting/Instructing)
  - June 12 Forcible Entry training, reviewing if we can host safely
  - July 10 Ground Ladder training
  - July 17 & 18 Can Confidence training
- Notable Training Accomplishments
  - Averaged over 30 EVFPD members per training (10 trainings)
  - Averaged 3+ outside members per training
  - Whole dept (-5 new members) drove in May in some capacity

### **Operations Division:**

- Calls Stats
  - 05/27/2020: 157 (-29%)
  - 05/27/2019: 222
- Recruitment
  - Five new members working through task books
  - Provided apparatus familiarization documents on website to help
- Notable Incidents
  - Lake Estes Rescue (2 kayakers)
- Residency Program
  - Spencer Pedigo working on projects
- Other
  - MacGregor/Wonderview closure
  - Chris Thomas promoted to 7012, Lieutenant over Squad 2

**Treasurer's Report-** Jon Hodde reviewed the April 2020 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 Larry Leaming, seconded by Dave Coleson to accept paid bills. Motion carried unanimously.

### **OLD BUSINESS**

#### **Extension of Disaster Declaration**

While we are operating under a disaster declaration the board needs to formally extend the order at each board meeting.

Motion by Dave Coleson, seconded by Mike Richardson to extend resolution 20-02 continuation of declaration of local disaster emergency. Motion carried unanimously.

### **NEW BUSINESS**

#### **Discussion of Purchase Policy**

Reviewing the purchase policy with updates as discussed at the 4/15/2020 and 5/13/2020 meeting. The board did not voice any changes that needed to be made prior to the vote. Motion made by Mike Richardson, seconded by Dave Coleson to approve the change to the purchase policy. Motion carried unanimously.

#### **Review of Updated Personnel Policy Manual**

1<sup>st</sup> review of the updated personnel policy manual took place. Larry Leaming to send an email to the board with a few questions. No concerns brought to the board at this time.

The next regularly scheduled board meeting will be Wednesday June 24th, 2020 at 5:30 p.m. at Dannels Fire Station.

Meeting adjourned at 6:12 p.m.



Dave Coleson, Secretary of the Board

DC/leg

*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."*