

## RECORD OF PROCEEDINGS

**Meeting Minutes of the Estes Valley Fire Protection District**  
**March 28, 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, Fire Marshal John Jerome

**Also Attending:** Asst. Chief Landkamer

**Absent:** President Klink absent excused, 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 6:00 p.m.**

**Chief Wolf led the Pledge of Allegiance**

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

### **CONFLICT OF INTEREST**

none

### **PUBLIC COMMENT / BOARD COMMENT**

none

### **APPROVAL OF AGENDA**

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

### **APPROVAL OF MINUTES**

Moved by Dave Coleson, seconded by Mike Richardson to approve the 2/28/18 meeting minutes as written. Motion carried unanimously.

**Presentations – none**

### **REPORTS**

Fire Chief Report –

#### **Administrative Division:**

- Updated website being utilized as primary point for information. Updates to Prevention pages
- Spring 2018 Newsletter sent to printer. Expected out April 6

#### **Operations Division:**

Currently at 144 calls for 2018 (150 last year on 3/28/17)

- Recruitment Dinner planned for April 19<sup>th</sup>
  - Captain Kearney has point
  - Dinner, information, demos

#### **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 Dispatch to target which medical calls we're auto added on
- Research study conducted by Dispatch expected soon
  - Discussion on potential changes and their impact on our times
- Working with Glen Haven to improve radio protocols
- Added new 800 MHz Talkgroup (Tac 1 and Tac 2)

#### **Prevention Division:**

- Fire Marshal John Jerome sworn in Monday, March 19, here to introduce himself
- Inspector job posting out
  - Applications due April 6
  - Interviews April 20
- Have outlined projects for new Fire Marshal to prioritize the occupancy database and risking

#### **Training Division:**

- Weekly Training
  - April: Truck Company
  - May: RIT/Survival
  - June: Engine Company

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- External Classes
  - WTGB: FF Rescue & Survival – Had 37 in attendance, generated \$1,380 net revenue
  - WTGB: Tricks of the Truck 3/10 – Had 33 in attendance, generated \$1,020 net revenue
  - WTGB: Aggressive Interior Search 4/7
  - For April classes and beyond, using EventBrite for course registrations, payments, and roster management. Costs covered by participants.
- Certification Classes
  - Instructor I 3/15 – Have eight students (5 Estes, 3 Mutual Aid)
  - Proctor 3/30 – Class is full, have eight from Estes
  - Fire Academy 8/16

### Community:

- Explorer Post 911
  - Captain Kearney has taken point for Fire
  - Increased involvement in training roles
  - Have been doing ride alongs for students
- 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
- State Chiefs
  - Working with State Chiefs on Gallagher
  - Helping host budgeting workshop in June

### Station & Apparatus:

- Training Site
  - Making progress on all projects
  - Classroom is awaiting electrical inspection before drywall
  - Burn building "apartment" is nearing completion
- Apparatus
  - 2006 Expedition had remanufactured engine put in
  - New Command 1 expected completion next week
  - 2016 Expedition will become Command 2
  - 2006 Expedition will become Utility 8
- Equipment
  - Low angle rope equipment in service
  - Interior members to be issued personal escape rope next week

Treasurer's Report- Treasurer Coleson reviewed the February 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 Mike Richardson, seconded by Ed Ford to accept paid bills. Motion carried unanimously.

### OLD BUSINESS

**Station Transfer:** no update

**Prevention Division Update:** covered in the Chiefs report

### NEW BUSINESS

The board reviewed the Impact Fee IGA that the Town of Estes Park signed Tuesday night with no changes.

Motion by Mike Richardson to approve the IGA for Impact Fees with the Town of Estes Park, seconded by Dave Coleson. Motion carried unanimously.

Chief Wolf and Fire Marshall Jerome initiated discussion with the Board on possible ideas for reduced/waived Impact Fees. A policy will be drawn up with the help of legal to be presented at the April board meeting.

Possible ideas that were mentioned were to match a percentage reduction in fees based on what deduction the Town was giving a project. Do we need to look at a policy for Special

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Districts as well? Fewer options exist for commercial projects since they are already required to have sprinklers by code and we have already lowered the fee compared to what the Nexus Study indicated.

The next regularly scheduled board meeting will be April 18, 2018 at 6:00 p.m. at Dannels Fire Station.

Meeting adjourned at 7:26 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."*