

# RECORD OF PROCEEDINGS

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**Meeting Minutes of the Estes Valley Fire Protection District**  
**January 23, 2019 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:** Chief Capo, Chief Jerome, Assistant Chief Landkamer, Lt. Mutzl

**Absent:** all present

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 6:03 p.m.**

**Chief Wolf led the Pledge of Allegiance**

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

## **CONFLICT OF INTEREST**

Mike Kearney for snow plowing, paperwork has been filed with the State.

## **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.

## **APPROVAL OF MINUTES**

Moved by Dave Coleson, seconded by Ed Ford to approve the 12/12/18 meeting minutes as written. Motion carried unanimously.

**Presentations** – The staff presented the Annual Department Report to the board. This presentation will be posted on the District's website shortly.

## **REPORTS**

Fire Chief Report –

### **Administrative Division:**

- Upcoming Events
  - Awards Banquet – Friday, February 8<sup>th</sup> at YMCA
  - Spousal Appreciation – Friday May 3<sup>rd</sup> at Stanley
- Annual Performance Reviews
  - Completed for all staff January 2019
  - Officer results completed in January 2019
  - Firefighter reviews ongoing, to be completed in coming week

### **Prevention Division (F4):**

- 2018 International Fire Code Adoption
  - Larimer County intends to go live with 2018 code January 1, 2019
  - Fire Marshal presentation to Board with recommendations on February 13, 2019 (advertise for public input/comment/attendance)
  - Intent for second review/discussion/vote on Estes Valley Resolution February 27, 2019
  - Letter to Town of Estes Park and Larimer County March 2019
- Misc
  - TOEP working to fill Chief Building Official position, Jerome on panel
  - Seasonal Prevention Crew
    - Posted
    - First review of applications in April

### **Training Division (F3):**

- Weekly Training
  - January: EMS, taught with EPH EMS

- February: Engine Operations
- March: Wildland
- External Classes (Hosting)
  - DFPC Instructor I (January) – 20 students
  - Officer Development (May)
  - S-131 Squad Boss (June)
  - When Things Go Bad (January through July) – already breaking 2018 attendance records
- Notable Training Accomplishments
  - DFPC Testing (Estes)
    - Additional firefighters passed HazMat, Officer II, and Instructor
- Mutual Aid
  - Interest from Big Elk and Pinewood Springs Fire for us to track their DFPC FFI JPRs
  - Contract to agencies for their review

**Operations Division:**

- Recruitment
  - Spring 2019 calendar moving forward
  - Recruitment dinner in March, with interviews in April
- Dispatch
  - Initiated process to become full member of CRISP, January 2019
  - Working on new CAD design and roll out, ETA March 2020
  - Working on paging/alerting options with WAC and Dispatch
  - Have built notification polygons for Everbridge
    - Deployed in Estes Valley
    - Working with Larimer County and LETA to deploy county wide

**Community:**

- Local
  - PulsePoint roll out, including newspaper/press

**Station & Apparatus:**

- Station 2
  - Upgraded lockers and gear (equipped)
- Apparatus
  - Weekly checks working well, addressing issues
  - New tires for Dive, E61, E22
  - Tire plan moving forward for all apparatus
  - Truck 1 purchase
- Equipment
  - Radios with EPPD ordered, expected delivery February 2019
  - Need to program radio display to show which channel is calling, not user ID

Treasurer's Report- Dave Coleson reviewed the December 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 Kearney, seconded by Mike Richardson to accept paid bills. Motion carried unanimously.

**OLD BUSINESS**

Station Transfer: Currently furloughed, no update

Strategic Plan: No new updates

**NEW BUSINESS**

Doug Klink appointed Dave Coleson and Ed Ford to a committee to gather and perform a 360 review of Chief Wolf ahead of contract negotiations. Chief Wolf's current contract expires at the end of May.

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The next regularly scheduled board meeting will be February 13, 2019 at 6:00 p.m. at Dannels Fire Station.

Meeting adjourned at 7:56 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."*