

# RECORD OF PROCEEDINGS

---

## Meeting Minutes of the Estes Valley Fire Protection District- Work Session

April 23, 2012 6:00 p.m.

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

**Board:** President Sue Doylen, Vice President Frank Theis, Treasurer Bud Duryea, Bob Cheney, Jack Rumley

**Staff:** Chief Scott Dorman, Secretary Bowser, Capt. Rosenquist

**Also Attending:** Shelley Doggett, Chris Hess, Steve Miller, Rob Pieper, Desiree Patterson, Mike Richardson, Auxiliary Members Scott Chew & Sherry Hess, Firefighters Jason Bishop, Brian Faith, Sean Houlihan, Mark Igel, Justin Kearney, Doug Klink, Jon Landkamer, Butch McCown, Don Patterson, Chris Rahn, Rick Spear, and Donny Steckline.

**Absent:** None

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

**President Sue Doylen called the meeting to order at 6:04 p.m.**

**President Sue Doylen led the Pledge of Allegiance**

**Secretary Bowser performed roll call- all present**

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

Public comment: None

Board comment: President Doylen commented that the purpose of the work session was to receive and review input to build a comprehensive strategic plan that is beneficial for the District, community, and firefighters and that also follows the District's mission statement. President Doylen then requested all public meeting attendees to sign the work session attendance sheet.

### **OLD BUSINESS**

Chief Dorman stated an overview of the draft strategic plan was provided at the April 9<sup>th</sup> meeting and the current work session will be focusing specifically on personnel goals. Draft strategic plan personnel handout included short term, (1-2 years) medium term, (3-5 years) and long term, (over 5 years) personnel goals, action steps and completed actions.

Board members and Chief Dorman clarified that an ongoing strategic plan review by board members has spanned over two years (to date). In response to an attendee question regarding creating a strategic plan community survey, President Doylen explained a survey is possible but the District has not had a history of good response from prior surveys sent to the community. Board members confirmed the strategic plan is a public document and meeting notices regarding all work sessions, board meetings, fire code hearings/meetings have been published and/or posted in accordance with the Sunshine Law.

Board members, staff and meeting/public attendees discussed at length the following: options for a firefighter health and wellness plan, recommendations made by Dr. Scott Chew, mandatory vs. voluntary health checks, health insurance plans (currently cost prohibitive), ISO requirements, upcoming ISO audit in the fall, current FF1 & FF2 training programs, managing the peak season, and the primary focus of the fire department will continue to be call response in order to adequately meet the needs of the citizens.

Board members, staff and meeting/public attendees also deliberated on recruitment and retention ideas, programs to attract volunteers, creating better community outreach, community demographics, possible school programs, and researching additional training types and options. Board members confirmed that the current LOSAP, pension and shift programs are incentives for recruitment and retention; discussed shift program parameters, shift types, and shift attendance. Lessening the volunteer requirement age to 18 years instead of the current 21 year requirement, changing the current FD residency requirements and the possibility of recruiting cadets from other communities was reviewed by staff and meeting attendees.

Board members stated their priority is to keep a voluntary firefighter force, but the District has a duty to the community to set a goal for possible firefighter staffing in case they do not get enough volunteers to provide adequate fire coverage. Board members confirmed their focus is to make every effort to ensure the volunteer program works and continues to provide the level of care and service to meet the needs of the community.

## RECORD OF PROCEEDINGS

---

President Doylen, board members and Chief Dorman thanked all meeting attendees and those who assisted in providing medical assistance to Jack Rumley. Doylen commented that positive headway has been made and the personnel goals 1-2 years have been completed. The Board's goal at the next scheduled work session will be to finish up personnel goals (medium and long term) and to include facilities and capital review at the meeting. A final work session will address planning and organization, and public relations goals and action steps.

FINAL 1-2 YEARS PERSONNEL GOALS TO PLAN FOR AND FOCUS ON:

WELLNESS PLAN  
SHIFT PROGRAM  
CONTINUE TO EXPLORE HEALTH INSURANCE  
DETAILED RECRUITMENT PLAN -AUXILIARY/RETENTION/LOSAP  
SPECIAL OPERATIONS TEAM

### NEW BUSINESS

None

Next board meeting/work session scheduled for Monday, June 4, 2012 at 6:00 p.m. at the Dannels Fire Station.

Meeting adjourned at 8:33 p.m.



---

Connie Bowser, Recording Secretary

*"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."*