

# RECORD OF PROCEEDINGS

**Meeting Minutes of the Estes Valley Fire Protection District**  
**July 26, 2017 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:** Chief David 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.

**President Doug Klink called the meeting to order at 6:01 p.m.**

**Chief Wolf led the Pledge of Allegiance**

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

## **CONFLICT OF INTEREST**

none

## **PUBLIC COMMENT / BOARD COMMENT**

No public comment

President Klink asked about the state of the current fire restrictions. Chief Wolf indicated that Boulder County, Larimer County, and RMNP are all in restrictions with no indication of any agency lifting the restrictions at this time.

## **APPROVAL OF AGENDA**

Moved by Ed Ford, seconded by Mike Kearney to approve the agenda as written. Motion carried unanimously.

## **APPROVAL OF MINUTES**

Moved by Mike Richardson, seconded by Dave Coleson to approve the 7/10/17 meeting minutes as written. Motion carried unanimously.

**Presentations** – Mike Richardson gave an update on the PIO class he took. President Klink thought that the EVFPD should put a policy into place for the use of a PIO. In the meantime, the PIO will be appointed by the Fire Chief when the need arises.

## **REPORTS**

### **Fire Chief Report –**

#### **Operations:**

- Currently at 419 calls for 2017 (377 calls by this date in 2016, +42)
- Interviews for vacant F8 and F9 spot on Saturday 7/29
- Nozzle standardization coupled with hose load upgrade completed last night
- Received some new radios this week for officers
- Getting prices on longer term replacement plan
- Hose testing completed

#### **Administrative:**

- Audit review/acceptance tonight
- Update to budget formatting that will be part of July financial
- Received many qualified applications for career captain to date, with one week left
- Replacing FireHouse as our Records Management System to Emergency Reporting
  - Better interface for NFIRS
  - Maintenance and equipment tracking
  - Improved functionality for Prevention

#### **Membership:**

- Nothing to report

#### **Prevention:**

- Improving occupancy database

#### **Training / Fire Academy:**

- Updated training calendar to consider burn building times
- Good participation from members on both attendance and leading trainings
- Improved calendar for academy to promote more FFII

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### Community:

- Explorer Post 911
  - Brian Faith will be primary contact for EVFPD
  - Target start September
- County Chiefs

### Station & Apparatus:

- Demo for hose scheduled (need new hose on E1)
- Engine 1 is being built
- Getting caught up on maintenance issues I was unaware of

Treasurer's Report- Treasurer Coleson reviewed the June 2017 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 Doug Klink, seconded by Mike Kearney to accept paid bills. Motion carried unanimously.

## OLD BUSINESS

### Training Site:

- Pouring footers this week
- Anticipating completion of slab by end next week
- Wait 28 days until delivery of building

### Station Transfer:

- Town looking to completely separate from District in negotiations
- Town agreed to continue servicing area around Power Plant, but may have District pick up area around station

### Impact Fees

No update

### Dispatch:

- Pricing / Costs
  - Have offer from Town that is reasonable, would lock prices per call
  - Need to work out details on how to decide if run number is pulled or not
- Times holding steady

## NEW BUSINESS

Chief Wolf is working to better define our policy for members eligibility to drive department apparatus. A sample evaluation criteria list of what is and is not acceptable for major convictions, minor violations, and at fault accidents was presented as provided by our insurance underwriters. Chief Wolf is to put together a draft policy for the boards review. This is one of many policies that are being worked on. Chief Wolf is also drafting a release that would allow us to check DMV records of all department drivers annually.

The annual audit was presented to the Board. No issues were noted.

Moved by Doug Klink, seconded by Mike Richardson to accept the audit as presented. Motion carried unanimously.

President Klink asked the Board to start looking at their availability for a board retreat, possibly in October. Date is TBD.

The next board meeting is scheduled for August 23rd, 2017 at 5:00p.m. at Dannels Fire Station. Meeting adjourned at 7:11 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."*