

# RECORD OF PROCEEDINGS

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## Meeting Minutes of the Estes Valley Fire Protection District

May 26, 2021 5:30 p.m.

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

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

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

**Also Attending:** Assist. Chief Jon Landkamer

**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 in person for the board and via ZOOM for the public.

**Mike Richardson called the meeting to order at 5:30 p.m.**

**Chief Wolf led the Pledge of Allegiance**

**Secretary Goetz performed roll call –**

### CONFLICT OF INTEREST

None

### PUBLIC COMMENT / BOARD COMMENT

No public comment.

No board comment.

### APPROVAL OF AGENDA

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

### APPROVAL OF MINUTES

Moved by Jon Hodde, seconded by Larry Leaming to approve the 4/28/2021 meeting minutes with the update "The next regularly scheduled board meeting will be Wednesday May 26th, 2021 at 5:30 p.m." reflected.

**Presentations:** none

### REPORTS

#### Fire Chief Report –

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

- Upcoming Events
  - Spousal Appreciation rescheduled for Friday, October 8<sup>th</sup>
  - Resume family dinners July 4<sup>th</sup> – burgers and hot dogs at station (Board cooking)
- Other
  - Draft of Audit received from Dazzio
  - Will be on June agenda, Dazzio can attend in person or Zoom if requested
  - Updating of journal entries, but no budget adoption necessary

##### **Prevention Division:**

- Hiring
  - Job posted nationally on Daily Dispatch and within Colorado for FMAC
  - Currently four applicants, two CO, one UT, one KS
  - Process closes 6/1, scheduling interviews for late June
- Fire Restrictions
  - Updating language to reflect new technology
  - Draft by end of week to send out for community input
- Ready, Set, Go! Grant Program
  - Guidebooks – distribution
  - Evacuation Tabletop – success with 45 attendees and action items
  - Kiosks – shooting for July 4<sup>th</sup> install
  - PSAs filmed for local, national programs

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- Public Education
  - Added second Community Risk Reduction volunteer to help with education
- CWPP
  - Update effort led by EV Watershed Coalition
  - Working with Ember Alliance contractor on hazards assessment
  - Will be 12-month timeline, including community engagement
- CRR Volunteers
  - Two volunteers supporting division projects, education, and outreach
  - WUI Home Assessments – contacts with CSFS and LCES to provide during staffing gap, with CRR volunteer in attendance
- Community
  - Met with Boulder County, TOEP, and Larimer County to review operations at Meeker Park Sort Yard. Developing plan to provide financial support from LC and TOEP for future operations.
  - MOU draft to attorney, ability to directly refer to restorative justice process (without DA)

### **Training Division:**

- Weekly Training
  - May – Driver training
  - June – Engine Company Operations
- External Classes (Hosting/Instructing)
  - Concluding Firefighter II, 4 EVFPD, 14 total
- Other
  -
- Notable Training Accomplishments
  -
- Fire Commission Subcommittee on Training & Certifications
  - Wolf & Capo participating

### **Operations Division:**

- Calls Stats
  - 05/26/2021: 203
  - 05/26/2020: 157 (+29%)
  - 05/26/2019: 219 (-7%)
- Recruitment (CH72 to cover)
  - Three volunteers hired full time in Thornton, West Metro, PFA
  - 6 new members through CPAT (2 interior, 4 exterior)
  - Starting recruitment push, 1 new application
- Notable Incidents
  - Structure Fire – Park Supply Paint
  - Structure Fire – Estes Village Inn
  - Auto Aid to LFRA Highway 34 (improved dispatch protocol)
  - Strong performance by members on all, utilizing skills developed in last few years
- Other
  - Flood planning – CR43 & Highway 34
  - Flood planning – Bureau of Reclamation dam scenarios
  - LETA – EMD analysis and discussion, Wolf committee member
- Dispatch
  - Worked with Interim Comm Manager Hodde to address auto aid issues on 34
  - Follow up with PD on table-top discussions for contingency plans
  - Wolf participating in Partner Interview for Comm Center Manager Position
- Fire Commission Subcommittee on Deployment of Fire Based Resources
  - Wolf participating

### **Station & Apparatus:**

- Station 1
  - Asphalt
  - Gutters & snow catch
  - Quotes for AC
- Station 2
  - Wildland cache, with new gear storage
- Training Site
  -
- Apparatus
  - E723 & T72 Committee, led by Captain Spear
  - Pre-builds complete, moving forward

**Volunteer Assistant Fire Chief Report –**

Chief Landkamer wanted to recognize our members who have recently been hired by paid departments. Rachel Hofsess hired by West Metro and Katie Averdick hired by Poudre Fire. Six new candidates have been brought on with the possibility of a couple more. Of the six, 2 intend to do interior and the remaining 4 will do exterior academy.

**Treasurer's Report-** Jon Hodde reviewed the April 2021 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. Sales tax projections were discussed. Moved by Ed Ford, seconded by Dave Hamrick to accept paid bills. Motion carried unanimously.

**OLD BUSINESS**

**Extension of COVID-19 Disaster Declaration**

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

Motion by Larry Leaming, seconded by Ed Ford to extend resolution 20-02 continuation of declaration of local disaster emergency. Motion carried unanimously.

**Strategic Planning**

- Conversations with volunteer officers on Operations plan and desire to further discuss and develop plans
- Prevention needs – likely be included in 2022 based on property tax revenue increases
- Administrative needs – investigating internship opportunities with Estes Park High School
- Desire to develop a Strategic Plan Committee, including 1 board members, 2 vol officers, 3 FFs
  - Meet monthly to outline objectives, develop plan, and start more detailed planning

**NEW BUSINESS**

**Resolution 2021-01 Update to Prevention Fee Schedule**

Chief Wolf presented to the board the proposal to update the fee schedule to reflect a lower fee for explosives and blasting based on community feedback. Discussion took place. This update will affect two customers currently. Fee update to be effective June 1<sup>st</sup>, 2021. Jon Hodde wanted to thank the prevention division on coming up with a solution and working with the affected businesses.

Motion by Ed Ford, seconded by Jon Hodde to approve resolution 2021-01 to update the prevention fee schedule. Motion carried unanimously.

**IGA- Wilding Deployment Resource Sharing**

Chief Wolf presented an IGA for wildland deployment resource sharing. This would be an agreement that would allow our member(s) to fill a seat on a rig for deployment by another agency if needed. There are currently about a dozen agencies using this IGA. This does not commit our resources but could be used on an as needed basis. This is for personnel only, not apparatus.

Motion by Dave Hamrick, seconded by Larry Leaming to approve the IGA for wildland deployment resource sharing. Motion carried unanimously.

**First Review of Update to Policy #301 – Active Membership Policy**

Chief Wolf presented to the board a recommendation to update the active membership policy to include apparatus checks. This update was brought by the officer group and has their support. In 2021 the annual apparatus check requirement will be prorated due to the expected effective date of 7/1/2021. No issues brought by the board. It was clarified that apparatus checks do earn training credit.

**First Review of Update to Policy #305 – Emergency Driving Policy**

Chief Wolf presented to the board a recommendation to update the emergency driving policy to add a section for backing. This was determined to be a best practice and to help mitigate preventable accidents. No issues brought by the board. Chief Wolf outlined the requirements to receive lights and sirens for emergent driving at Hodde's request.

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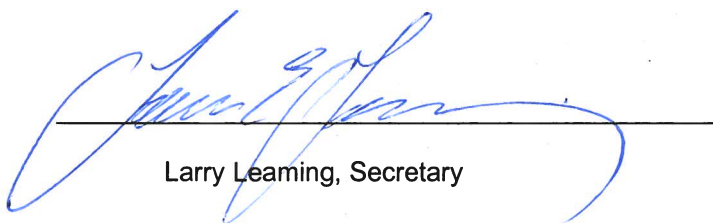
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### Discussion of Residential Sprinkler Regulations

A local contractor brought the issue of residential sprinklers to the attention of President Richardson. Division Chief Sullivan and Chief Wolf prepared information for the boards review to explain when residential sprinklers would be required. Chief Wolf reviewed that the code requires access and water supply and if these cannot be met, then sprinklers are an approved alternative means. President Richardson relayed the contractors concerns of communicating these requirements to the builders. President Richardson expressed that he reviewed these requirements to the contractor and advised the contractor of the grievance procedure. Discussion took place with all agreeing that the code is the code and that the requirements are reasonable. Of the residential properties needing sprinklers they represent less than 25% of plans reviewed.

The next regularly scheduled board meeting will be Wednesday June 23rd, 2021 at 5:30 p.m.

Meeting adjourned at 6:38 pm.



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Larry Leaming, Secretary

LL/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."*