

**Meeting Minutes of the Estes Valley Fire Protection District
October 27, 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: Ryan Bross via ZOOM

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 – all present

CONFLICT OF INTEREST

None

PUBLIC COMMENT / BOARD COMMENT

Ryan Bross stated that the open house was a great event and thank you for allowing the public into our house.

No board comment.

APPROVAL OF AGENDA

Moved by Ed Ford, seconded by Larry Leaming to approve the agenda as presented. Motion carried unanimously.

APPROVAL OF MINUTES

Moved by Dave Hamrick, seconded by Jon Hodde to approve the 9/29/2021 meeting minutes as written. Motion carried unanimously.

Presentations: None

REPORTS

Fire Chief Report –

Administrative Division:

- Upcoming Events
 - Thanksgiving Potluck Tuesday November 16th
 - Holiday Party December 14th
- Other
 - Open House
 - CRR table had a few HOAs sign up for FireWise
 - Good attendance despite weather
 - Election
 - Self-nominations submitted between 1/1 and 2/25
 - Election (if needed) Tuesday May 3

Prevention Division:

- CWPP
 - Update
 - Goal of completion summer 2022
- Community
 - Event with EPMS, make station FireWise
 - Three trailer loads to dump
 - Education with class and staff

Training Division:

- Weekly Training
 - October – Truck Company Skills
- Academy
 - 3 weeks left in Interior
 - Family night Th 11/4 (potluck dinner, demos by students, car fires)

Operations Division:

- Calls Stats
 - 10/27/2021: 544
 - 10/27/2020: 497 (+9%)
 - 10/27/2019: 532 (+2%)
- Resident Program
 - Ethan Igel back as resident, T/Th shifts

Station & Apparatus:

- Station 1
 - AC units installed
 - Parking lot warranty work completed
 - Powered parking spots on west side
 - Leveraging community service program to complete projects around the station. 140 hours completed so far.
- Apparatus
 - L71 issue covered under warranty. Completed

CDOT gate installation date is “soon”

Mike Richardson briefed the board on the Fox 31 interview at The Stanley Hotel last Friday.

Volunteer Assistant Fire Chief Report –

- Two members promoted to “black shield” after completion of task books
- Encouraging participation in strategic planning

Treasurer’s Report- Jon Hodde reviewed the September 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 Dave Hamrick, seconded by Larry Leaming to accept paid bills. Motion carried unanimously.

OLD BUSINESS

Strategic Planning:

- Draft document sent to all
- Focused on *WHY* we exist and *WHAT* we stand for
- Seeking feedback on high level before getting into *HOW* we’ll execute
- Next steps are defining multi-year objectives and single-year goals
- Board representing public (external customers)
- Make sure they are actively engaged and “own” the plan

Larry Leaming asked if there has been consideration given to doing a community survey.

NEW BUSINESS

2022 Budget

Chief Wolf stated that there have been no major changes since last months meeting. We are still waiting on some final numbers & quotes to come in from vendors and they will be updated as needed. Dave Hamrick asked about the property tax assumption showing a 9% increase. This is based on preliminary numbers given to us by Larimer County. Final numbers from Larimer County will come in November.

Board Communication to Membership

It has been suggested that a bulletin board be placed in the bay for the board to communicate to the membership. It has also been discussed that maybe an email to the membership be sent out by the board informing them of what is being discussed at meetings or to further explain the board’s position on matters at hand.

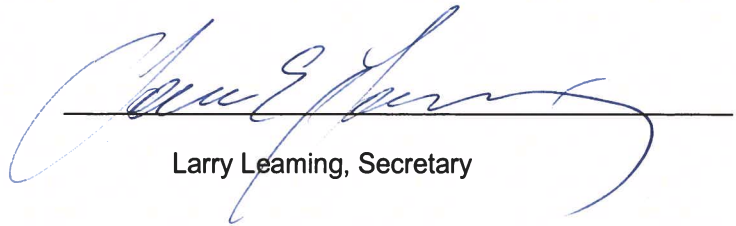
The topic of grievance procedures came up and was discussed at length. Policy #251- corrective action & grievance procedures was read in part.

Updates to the Financial Policy

- Had not been completely reviewed since adoption in 2010
- Opportunity to bring in alignment with current laws and best practices
- Updated to include online banking, transfers
- Growth of staff enables some functions delegated
- All red lined and available – encourage discussion at Monday meetings

The next regularly scheduled board meeting will be Wednesday November 24th, 2021 at 5:30 p.m.

Meeting adjourned at 6:23 pm.



Larry Learning, 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."