

**MINUTES OF THE REGULAR MEETING OF
BOARD OF DIRECTORS OF THE
MOUNTAIN VIEW FIRE PROTECTION DISTRICT**

January 21, 2008

I. OPENING OF REGULAR MEETING.

A. Call to Order.

The regular meeting of the Board of Directors of the Mountain View Fire Protection District was held at the Administration Office, 9119 E. County Line Road, Longmont, Colorado, on January 21, 2008, and was called to order by Judy Rusk at 1900 Hours.

B. Pledge of Allegiance.

All persons in attendance participated in the pledge of allegiance

C. Roll Call.

The meeting was attended by the following Board members: Judy Rusk, Randy Winsett, Scott Lyle, Starr Aldrich and Stephen Walker.

Also present were: Randy Templeton, Donna Mullison, Mark Lawley, LuAnn Penfold, Twink Dalton, Steve Pischke, Earl McFarland of VFIS, Bill Dashielle, Jennifer Nay, Ed Seibert, Mike Stratton, Barry Burwell, Hub Albrandt.

D. Approval of Agenda.

Chief Templeton stated there is a need for an executive session for personnel issues, pursuant to Section 24-6-402(4)(f), C.R.S. Starr Aldrich asked that section VI.B.(7) Fire Corps be added, and Chief Templeton asked that his report be divided with one-half under Action Items. Randy Winsett moved to approve the agenda, as amended. Stephen Walker seconded such motion, and it was thereafter unanimously approved

E. Chief's Report.

Chief Templeton report on his meeting with Life Bridge recently regarding including Mountain View Fire in their community events, etc. They valued being pursued rather than being rejected, and the fact that the District wanted to join in their plans. There are still conversations with the Town of Mead and City of Firestone, but no status on those meetings was received.

Computer systems updates include two new servers, new hard drives to allow parallel back up systems; FireHouse software has been reconfigured to use all 7 licenses. The Tech Support team is doing a great job; Chief Pischke, Jeff Webb, Bill Humphries, Tom Dell and Jamie Wood are working very hard to work out the bugs. We are currently having a lot of e-mail problems with Mesa Networks and the team is working on bringing it in-house. EPCRs are imminent, as well as the training for implementation.

Last Saturday we had 22 apply for volunteer positions, and 10 persons were approved as they met all qualifications. They go through CPAT in two weeks.

Met with Don Sandoval of DOLA as a pre-screening meeting for the energy impact grant. He was given a tour of Station 7-Dacono. Barb Kirkmeyer will coach us through the next step in making a presentation to the grant committee in February. The only issue Mr. Sandoval had was the amount of the grant. He felt it should be in our favor that we have never applied for a grant in the past. The request is for \$1,000,000 with the District matching \$500,000, plus the \$200,000 value of the land. By matching more than of the request, Mr. Sandoval stated that would be in our favor as well. Chief Pischke stated the 8 representatives of DOLA will review all grants submitted in February. The representatives will submit a final report to all grant submittees. We will then prepare a 5 minute presentation to the Energy Impact Board in mid-March. Thereafter, they may ask questions. They will then make a determination on whether to recommend the grant be given. Thereafter, the recommendations go to DOLA for determination regarding the recipients of grants. We should find out in late March if we will receive the grant.

Chief stated we had to replace an engine in 2221 as it through a rod. Cost was approximately \$20,000. This amount was included in the 2007 budget year. This was the first MAV we purchased.

Chief stated the training division is putting together a six month training package for volunteers so they can plan around it.

Chief reported that Dennis Parshley of ISO contacted the District to schedule an ISO evaluation this year, preferably in March. He came and met with staff and discussed all criteria, needs, etc. The Chief asked that our evaluation be delayed for one year so that we can adequately prepare and implement needs. Chief feels that a "4" is very realistic in attaining, and perhaps a "3" in all areas we are currently a "5". We may also be able to bring down our present "9" rating in areas more than 1000 feet from a fire hydrant and 5 miles from a fire station down to an "8" or "7".

Chief reported that we have hired a part-time maintenance technician, Cameron Gransee, to work 16 hours per week.

Chief reported that we have received the ESCI draft report. We have sent Bruce Caldwell many corrections. Chief Templeton is pretty disappointed with the draft report. The report is six months old, and they have not updated information since they were here early last year. Many of their recommendations have already been implemented. Mr. Caldwell replied today regarding Chief Templeton's letter, but he has not had an opportunity to review. Chief will be in touch with Mr. Caldwell to hopefully schedule a meeting to bring them up to speed and hopefully thereafter they will update their report/recommendations. This may lead to a delay in receiving the final report. Dr. Walker asked if the board members need to speak/meet with Mr. Caldwell. Chief Templeton will review the reply and get back to the Board.

Scott Lyle initiated discussion regarding the ESCI study being internally focused. Were the external issues addressed? Chief Templeton stated ESCI stated there were more than 50 recommendations missing, including the financial picture, which were not part of the draft as they needed up-to-date information on the department before making the final external and financial recommendations. Chief Templeton stated at the last meeting ESCI cut it short to catch a plane, and he was trying to give them additional information. He does not feel they have all the appropriate, up-to-date information. Randy Winsett stated the study has lost impact due to the huge delays in getting the information. We have had to go ahead with many things since we have been put off so long. Dr. Walker stated the reason we used this company was due to their vast knowledge/expertise regarding fire departments/districts all over the United States, and they could therefore put together recommendations, etc. necessary for a new chief. It has taken far too long. Without any recommendations from them, we have had to go ahead. Dr. Walker stated the report could be used as some kind of comparative measure, but certainly not for use as expected. The follow-up has been dismal. Randy Winsett stated some persons in Boulder Rural are upset about the report as well. Due to the delays, we will be unable to use the report as originally intended.

II. CONSENT AGENDA

A. December 10, 2007 Regular Meeting Minutes.

Starr Aldrich moved to approve the December 10, 2007 regular meeting minutes, as written. Stephen Walker seconded such motion, and it was thereafter unanimously approved.

III. PUBLIC/MEMBER PARTICIPATION

Bill Dashiell and Starr Aldrich introduced the new member of the District, Sparky. Together they presented Sparky and demonstrated what he can do. Sparky pins were distributed to the Board members for them to wear on their lapels. Judy Rusk stated Sparky should visit senior citizens as well as school children. He will also visit children in the hospital. Sparky will be given his own Mountain View Fire ID. Everyone congratulated Bill on his great presentation. Chief Templeton sent a letter to Longmont Fire and Boulder Rural Fire Chiefs to let them know Sparky is available for their use as well. Starr Aldrich stated only one "Sparky" can be at an event at a time, i.e. if Longmont Fire has a suit or Sparky, make sure only one is at each event; otherwise it is too confusing. Discuss what to use to transport Sparky to events. Engine 10 can be used for parades, Erie Days, Nostalgia Days, etc., and one of the pickups can be used at other times.

Earl McFarland from VFIS presented the Board of Directors a check for \$39,589.00 as the dividend from the Colorado Emergency Services Association for our worker's compensation insurance. Direct result of this department's commitment to safety. This represents a return on the worker's compensation premium paid in 2006. This is approximately a 15% return on the premium. Mr. McFarland stated it was due to the District's membership in CESA, and he is proud to state Donna Mullison serves on the Board of Directors of the CESA organization. CESA is return approx. \$335,000 of premiums to CESA departments.

IV. ACTION ITEMS

A. November & December, 2007 Financial Statements.

Judy Rusk stated Donna sent out the December financials with a great explanation letter. Scott Lyle asked if the financials could continue to be sent via electronic e-mail. Donna explained about the updates to the MIP software ETDC.....

Randy Winsett moved to approve the November & December, 2007 financial statements. Scott Lyle seconded such motion, and it was thereafter unanimously approved.

B. IGA With Berthoud.

Chief Templeton distributed an updated IGA, redlined version 1-17-08. This is a draft and no action is required this evening. The Board reviewed the changes. The Exhibit A has not been drafted at this time, but Dick Lyons is working on it.

C. Designation of Posting Places.

Starr Aldrich moved to designate all fire stations in the District, as well as the Administration Office as the official places of posting of meeting notices. The District also hereby designates the Administration Office as the official posting place for the meeting agenda outlines. Randy Winsett seconded such motion, and it was thereafter unanimously approved.

D. Select Designated Election Official.

Chief Templeton recommended Donna Mullison.

Stephen Walker moved to select Donna Mullison the designated election official for 2008. Starr Aldrich seconded such motion, and it was thereafter unanimously approved.

E. McHale Ranch Exclusion – Set Hearing.

Chief Templeton stated that this property was included in the original agreement, so it is just a matter of course. Starr Aldrich moved to set the hearing on the McHale Ranch Exclusion petition for Tuesday, February 19, 2008, beginning at 7:00 p.m. at the Administration office. Randy Winsett seconded such motion, and it was thereafter unanimously approved.

F. Chiefs Report.

Chief Templeton expanded on his Chiefs Report. He reviewed the Update on 2008 Work Plan distributed to the Board of Directors. He expanded on the volunteer program improvements/choices, to include (1) traditional pension plan volunteer; (2) paid part-time program, which will hopefully begin mid-year, 2008. Chief Templeton explained the program. We hope to build a cadre of 40-60 persons in the program to supplement the traditional volunteers and the career personnel. The third option may be a length of service awards program. This program would be funded by the District into a 457 pension account rather than the traditional FPPA volunteer pension plan. Chief Templeton stated all personnel will be required to meet certain certification criteria/standards, and the District will continue to train/educate all personnel. Dr. Walker initiated discussion regarding using our training section to generate revenue. Especially since we have had two failed bond/mil levy increase elections, perhaps we can capitalize on our highly trained staff to help generate revenue by training. Discussion. Chief Templeton stated it may be difficult to do that at this time with our limited resources/staffing. Chief Pischke stated he and the training section will be meeting with an expert in training models both for internal and potentially external training. Chief Pischke stated the training will be web-based. Chief Templeton stated we are exploring this avenue so that volunteers will be able to spend time at home and still get training time credit by participating in the web-based training.

Chief Templeton stated the volunteer coordinator will travel and recruit persons from academies; and maintain communication and help care for all volunteers needs, including scheduling of all personnel in each volunteer program. This will be a big job. We should be publishing the job description within the next two weeks.

Chief Templeton expanded on the Arapahoe Ridge/Mead service improvements included on the work plan distributed. This will include moving the south volunteer program to Station 5; improve sleeping quarters and/or erect them at stations 3 and 5. Thereafter, we will staff engines at Stations 3 and 5 12 hours/day during the week, and all weekend with a combination of traditional volunteers and paid part-time personnel. To effectuate better service, the med unit will go back and forth from Station 6 to Station 5, i.e. during the day, etc. when volunteers are not staffing. We have budgeted to staff Engine 6 with career personnel 24/7 beginning later this year. We are

staffing it at this time when staffing allows. This will increase our District service from two full-time engines to 4 full-time engines.

Starr Asked where we are with obtaining a building permit for Station 5. Chief Lawley has received a bid for the remodeling of approx. \$10-12,000. The CAD drawings will be received by next week and thereafter we will file for a building permit.

Chief Templeton explained other improvements, i.e. Ladder company for Station 1 (implement in approx. March, 2008), to be implemented as a ladder/tender concept. Bill Humphries states that so long as it is not running every day, the ladder truck will hold up.

Chief Templeton stated we will promote three engineers and three lieutenants some time in Aug/Sept. to ensure Engine 6 is staffed with an engineer and officer. He indicated we will submit a grant for a Type III engine to run out of Station 1 and take this engine to run out of Station 5.

Chief Templeton stated we will hire 5 firefighter/paramedics and one firefighter/EMT. We are currently in the initial stages for testing. If we receive the SAFER grant, we will hire another three paramedic/firefighters. We should receive the results of the grant process in May, 2008. Russ Benzel has completed his psychological exam and once we receive the results, if successful, he will be the third contract firefighter. Chief Templeton hopes this program of contract firefighters can be changed over to career full-time firefighters as soon as possible in the future when the budget allows.

Chief Templeton stated Megan Huffman, due to surgery on a knee injury, is currently on light duty helping Twink. Twink is putting together the process, etc. for filling the EMS supervisor position. Hopefully Megan will be back on line by April or May, and at that time the supervisor position will be filled.

Chief Templeton discussed future issues. Rachel Glantz, while on light duty, she filled the pub ed role. She is now back on line, and we have no one filling this role. Our mission statement is to lead the community in risk reduction efforts. Therefore, this requires a lot of interaction and public education. At this time, we have no person filling this job.

Chief Templeton discussed the Bonanza Drive issue. The neighborhood does not want the street cut through the Erie Airpark. The Town would like it cut through to aid in response times to all areas in the Town. Judy Rusk stated the citizens in the Erie Airpark do not want a thoroughfare through their area. Chief Templeton stated the Town officials would like it cut through as it will aid in obtaining commercial development to Hwy. 7.

V. REGULARLY SCHEULED ITEMS

A. JRA Update.

Chief Templeton stated there was no JRA meeting this month. Chief Mygatt's father-in-law is ill and having surgery in California.

B. ESCI Update.

Chief Templeton stated this was covered previously.

C. Annual Update from Dick Lyons.

Chief Templeton stated many items included in the memorandum were taken care of tonight.

VI. REPORTS

A. Station Reports.

None.

B. Staff Reports.

None.

(1) Operations/Training

None.

(2) EMS

None.

(3) Fire Prevention

Chief Pischke distributed Fire Marshal Penfold's report.

(4) Admin

None.

(5) Volunteer/Reserve Program.

Covered earlier.

(6) Career Firefighters.

None.

(7) Fire Corps.

Starr stated there is a meeting tomorrow with American Red Cross to go over the shelter training, etc. Chief Templeton stated that his experience with opening shelters was that there were too few shelter trained personnel. Randy Winsett stated the SW Weld County Building is a designated shelter, and the County has a plan for activation. It is very detailed. Chief Lawley has asked for a copy of the plan.

C. Other Reports.

None.

VII. BOARD MEMBER ITEMS

Judy Rusk welcomed Starr.

VIII. EXECUTIVE SESSION

Randy Winsett moved to adjourn to executive session for personnel issues, pursuant to Section 24-6-402(4)(f), C.R.S. Starr Aldrich seconded such motion , and it was thereafter unanimously approved to adjourn the meeting to executive session at 2055 hours.

The executive session adjourned and the regular meeting reconvened at 2119 hours.

IX. ADJOURNMENT

There being no further business to come before the meeting, Randy Winsett moved to adjourn the meeting. Stephen Walker seconded such motion, and it was thereafter unanimously approved to adjourn the meeting at 2120 Hours.

Respectfully submitted,

President Date

Secretary Date