

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

**June 18, 2007**

**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 Erie Station, 50 Bonanza Drive, Erie, Colorado, on June 18, 2007, and was called to order by Judy Rusk at 1920 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, Anne Freeman Pawlowski, Stephen Walker, and Randy Winsett. Scott Lyle was absent due to illness.

Also present were: Steve Pischke, Donna Mullison, Dave Beebe, Bill Dashiell, Twink Dalton, Mark Lawley, Dr. Art Kanowitz, Glenn Bachmann, LuAnn Penfold, Randy Templeton, Jeff Brown, Michael Gray, Ed Seibert, Shad Bennet, Sean Flagg, Hub Albrandt, Dave Beebe, Chad Rademacher.

**D. Swear In New Fire Chief.**

Stephen Walker moved to appoint Randy Templeton the new Mountain View Fire Protection District Fire Chief. Randy Winsett seconded such motion, and it was thereafter unanimously approved.

Judy Rusk administered the oath of office of Fire Chief to Douglas Randall (Randy) Templeton.

**E. Approval of Agenda.**

Chief Pischke stated there were no additions to the agenda.

Randy Winsett moved to approve the agenda, as written. Stephen Walker seconded such motion, and it was thereafter unanimously approved

**F. Chief's Report.**

Chief Pischke had nothing to add to the report contained in the Board packet. Judy Rusk thanked Chief Pischke for his extensive work with the communities.

**II. CONSENT AGENDA**

**A. May 16, 2007 Special Meeting Minutes.**

Randy Winsett moved to approve the May 16, 2007 special meeting minutes, as written. Stephen Walker seconded such motion, and it was thereafter unanimously approved.

**B. May 21, 2007 Regular Meeting Minutes.**

Stephen Walker moved to approve the May 21, 2007 regular meeting minutes, as written. Randy Winsett seconded such motion, and it was thereafter unanimously approved.

**C. June 1, 2007 Special Meeting Minutes.**

Randy Winsett moved to approve the June 1, 2007 special meeting minutes, as written. Anne Freeman Pawlowski seconded such motion, and it was thereafter unanimously approved.

**III. PUBLIC/MEMBER PARTICIPATION**

**A. Introduction of New Members/Promotions.**

Chief Pischke recognized two promotions within the District. Ed Seibert is our new engineer with the District (formerly a paramedic/firefighter), and Shad Bennet is our new Training Captain (formerly engineer). Chief Pischke introduced five new volunteers, Mike Best, Jason Carter, Adam Herr, Ken Boisvert, and Gary Giles. Two new career firefighters were also presented to the Board, namely Dustin Sorensen and Jonathan Roper.

**IV. ACTION ITEMS**

**A. May, 2007 Financial Statements.**

Chief Pischke reviewed the statements, and stated we are currently under budget. The reimbursement of the double payment to the pension fund was received today. This will be reflected next month. Judy Rusk stated fleet maintenance is doing a great job. Chief Pischke stated Bill always does a great job. If Bill had as good a place as he had prior to the temporary facility, the savings would be greater as he would be able to perform more skills/procedures in-house. Judy Rusk stated the overtime is still under control, which is great, especially compared to last year. Chief Pischke stated the three contract firefighters and the EMT-FF from Boulder Rural have made a big difference in keeping the overtime down. Judy Rusk asked for cost of contract firefighters vs. cost of overtime in 2006. Chief Pischke stated we use Bill's expertise in many other areas in the department, as well as in maintenance. He is a great asset.

Randy Winsett moved to approve the May, 2007 financial statements. Stephen Walker seconded such motion, and it was thereafter unanimously approved.

**B. CPAT Testing Fee Schedule.**

Chief Pischke reviewed the proposed CPAT Testing Fee Schedule contained in the board packets. After research with other entities, this schedule was put together. If persons take the test and use it for MVFPD, there will be no charge. If the individual wants to use the certification at other departments, the fee schedule will apply. Chad Rademacher stated there are two practice tests held prior to the final certified test. We would not charge for the practice tests. Judy Rusk stated that a copy of the certificate should be put in the individual's personnel file if they become a member of MVFPD.

Randy Winsett moved to approve the CPAT Testing Fee Schedule, for persons using the certificate for entities other than MVFPD. Stephen Walker seconded such motion, and it was thereafter unanimously approved.

**C. Elect Assistant Secretary/Treasurer.**

Judy Rusk stated that if either the secretary or treasurer is absent, we need someone who could sign in their stead. Judy Rusk nominated Randy Winsett as assistant secretary/treasurer. Stephen Walker seconded such nomination, and Randy Winsett was thereafter unanimously elected.

**D. Fire Code Adoption – First Reading.**

Chief Pischke stated LuAnn Penfold was here to answer any questions regarding the proposed resolution contained in the board packet.

Fire Marshal LuAnn Penfold stated the District's attorney, Dick Lyons, has reviewed and approves the resolution. LuAnn explained her analysis, which was also contained in the board packet. Judy Rusk stated the analysis was very helpful and thanked LuAnn for putting it together. LuAnn has sent the info to Dacono as well. LuAnn Penfold stated the counties are in the IFC, and she is working with our municipalities in getting them adopted. In Mead they have adopted the 1994 UFC, and have been reluctant to change, but LuAnn will be working with them. This is a first reading, and will be on the agenda in July for second/final reading and adoption.

**V. REGULARLY SCHEUED ITEMS**

**A. Mission, Value & Vision Statements – Update/Feedback.**

Dr. Walker stated he received a couple e-mails with extended commentary, which included the confusion regarding the meaning of "community". Discussion was held and Dr. Walker will send an e-mail that was supposed to go out last month, and therefore at this time the Board will hold off on this discussion until the July meeting.

**B. VFIS Dividend.**

Chief Pischke reviewed the letter explaining the dividend of \$17,522.00, representing that we are meeting our risk management goals and they are rewarding the District for its efforts. Chief Pischke stated we are looking at increasing our liability coverage with these sums. At this point we only have a \$1,000,000 coverage, and will be looking into increasing the coverage to \$5,000,000. The premium will not use the entire dividend. Staff will bring the information regarding the cost to next month's meeting. Pending litigation gave staff reason to look at the coverage limits, etc.

Dr. Walker discussed safety standards within the District, and how this information can be used in potential elections/ballot questions, etc. Need to educate the public. Chief Pischke stated that this information will be given to Stifel, Nicolaus so they can give us strategy on how to answer questions that we are being rewarded for safety, why do we need more money for safety? Donna Mullison explained the dividend was for 2005, we have increased calls and this year alone more injuries. Only a few with time off work, but several injuries so far this year.

**C. JRA Update.**

Chief Pischke distributed an overview/summary. He will be fine tuning the information, as some information is missing on the summary and we will verify that information with the bookkeeper. Donna will meet with Patty and will make sure of the information before it is typed up and sent out to the oversight committee and the Boards. Donna had not seen the report previously, but will make sure it is correctly provided hereafter. Anne Pawlowski stated each month they fine tune the

report after reviewing information. Chief Pischke stated the crews are doing a great job in reporting information. Randy Winsett asked if the field personnel are given a copy of the report. Chief Pischke stated not in the past, but they will in the future. It is good to see the outcome of their efforts.

**D. ESCI Update.**

Chief Pischke stated that Chief Mygatt received Boulder Rural's preliminary report, and hopefully we have an e-mail/preliminary report waiting for us tomorrow. We will have until 6/29 to review and send back information, so they can begin preparation of the final report. Chief Pischke will keep the Board updated via e-mail.

**E. Fire Corps Update.**

Chief Pischke stated Starr is on vacation. Bill Daschiell has been out in the communities. Chief Pischke stated two new applications have been received. Bill will be very busy with activities in July. Glenn and Janice Bachmann have their applications in for approval. Bill gave a brief overview of meetings he has attended, possible donations for the Sparky program, etc.

Dr. Walker asked for status of the 501.C.3 donation requirement. Discussion regarding donations for the Sparky program. Judy Rusk stated donations to the District (a governmental agency) doesn't need the 501.C.3. Bill showed the MVFPD Fire Corps polo shirts which includes both the MVFPD logo and the Fire Corps logo. Chief Pischke stated we will be placing a Fire Corps line item in the next budget.

**F. Letter to Berthoud Fire Board.**

Chief Pischke drafted a letter, as included in the Board member's packet. Berthoud's board meets the third Tuesday of the month, so that is why we have not heard anything from the letter to date.

**G. Web Site Changes.**

Chief Pischke stated he and Donna met with the webmaster to correct/delete outdated information, and it is up and running. In addition, the webmaster was charged with updating the website format/look, etc. He has done so, and we will premiere the new site in mid-July. Chief Templeton will have his message included therein as well.

**H. Discussion of Frederick Firestone Fire Referral.**

Chief Pischke stated that the referral is the Town of Frederick's referral. Discussion regarding planning areas that were stated in the 2004 agreement. The bottom line is that Frederick has extended the planning areas outside those outlined in the 2004 agreement, and therefore we feel we should continue to provide service to those areas. This will probably create more discussion, etc. We will have to wait and see.

**VI. REPORTS**

**A. Station Reports.**

Chief Pischke stated the conference room at Headquarters has been rearranged, painted, etc.

## **B. Staff Reports.**

### **(1) Operations/Training**

Chief Lawley stated we are in the process of putting together a career hiring list. We have two vacancies to fill this Fall. Also working on volunteers, possibly 12, going into the Fall academy. We have 4-5 volunteer applications in the background process at this time.

Chief Beebe reported that the training division completed its first month. He has been tasked with assuring all members are competent at FFI level. Training plan will be put in place in 4-5 phases. Assessment is in process now, thereafter develop a remediation plan to get everyone where they need to be, thereafter maintenance scheme. Unknown how long this will take until after assessments have been completed. Consortium Academy graduation was 6/16/07. One volunteer academy was completed. Wildland S130/190 in process at this time. Good participation in the class, approx. 15. This will finish in July. Very busy.

### **(2) EMS**

Chief Pischke introduced our physician advisor, Dr. Art Kanowitz. Twink Dalton distributed copies of our call summary for May, 2007 (both total calls as well as EMS calls, including EMS calls, transports, refusals, pronouncements, blood draws and med clearances.) Twink gave an overview of the total number of education hours, as well as the total number of people educated in the month of May. In addition, the grant we submitted was not approved. There were no negative comments, and we were told we could resubmit in December, which will be too late. We need to get the software, training, etc. prior to December, as the EMS reporting requirements to the State begin January, 2008.

Chief Pischke stated that we need the software, training, etc. in place ASAP, as we must meet the State reporting requirement in January, 2008. Staff will be looking at alternatives to make this happen.

Dr. Walker asked Dr. Kanowitz his opinion/recommendations of what we should be focused on, etc. Dr. Kanowitz stated he has been watching an interesting transition at MVFPD over the past 5-6 years. MVFPD has undergone a tremendous evolution. Quality of work by MVFPD paramedics, etc. is very highly regarded by receiving hospitals/doctors. Dr. K is proud to be associated with MVFPD. No matter how good you are, you can always do better. Good quality management program is the key. Twink is the best possibility of getting a great quality management program. She is locally and national known to be superb at her job. Dr. K would not be comfortable being the part-time physician advisor without Twink on board. The Database is greatly needed for quality reports, reviewing quality care, etc. We must make this system go. Twink does the job of about 20 people. Anything we can do to help her will enhance the program. Discussion. Dr. Walker asked Dr. Kanowitz to help him draft a request for donations from local doctors, etc. for this program. Dr. Kanowitz stated he could contact ER physicians groups as well. Twink stated we need to have the toughbooks up and operating by January. If so, we could get an extension on reporting. Chief Pischke stated there will be significant training for our personnel before we will be able to send correct information to the State. We would like to get the software, etc. in place by the end of July so we can begin training in August as it will take some time for personnel to become proficient.

### **(3) Fire Prevention**

LuAnn Penfold stated the Blue Sky Condominium project is completed. The big new Heritage Bank in Erie was sold and remains vacant at this time. Erie commons will develop

all around it. Niwot Heritage Bank was closed as well. Vern Sorensen has been unable to help through Fire Corps at this time. Cindy Brown has been very busy as well.

**(4) Admin**

Chief Pischke stated 6/15/07 was Chrissy Eismann's last day with the District. Currently, Cindy Brown is filling Chrissy's position. Staff will meet with Chief Templeton to determine needs, etc. At this time, Rachel Bowman had surgery on her shoulder, so she is in the office part-time on light duty. Hopefully, we will be able to use one or the other to help LuAnn at some point.

LuAnn stated she normally gets very busy in September, so not such a big deal until then.

**(5) Volunteer/Reserve Program.**

None.

**(6) Career Firefighters.**

Sean Flagg stated three personnel just came back from wildland assignment in Florida. Final CPAT certification day on Saturday at Longmont Training Center. Everyone welcome to stop by, 8-5. Chief Pischke stated the personnel deserve kudos as it is a big operation to set up and run the CPAT testing.

**C. Other Reports.**

None.

**VII. BOARD MEMBER ITEMS**

None.

**VIII. EXECUTIVE SESSION**

None.

**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 2018 Hours.

**Respectfully submitted,**

\_\_\_\_\_  
President Date

\_\_\_\_\_  
Secretary Date  
Minutes061807