

Elk Creek Fire Protection District Board of Directors

Regular Meeting Agenda

Thursday, January 13th 18:00hr

Via Zoom (located on ECFPD website)

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call of Board Members
- IV. Additions or Deletions to, and Approval of the Agenda
- V. Review and Approval of December, 2021 Regular Meeting Minutes
- VI. Financial Matters
- VII. Chief Ware Report
- VIII. New Business
- IX. Citizen issues
- X. Old Business
 1. District Consolidation
- XI. Adjournment

RECORD OF MINUTES
Elk Creek Fire Protection District
Regular Board Meeting (public via Zoom)
Station One: 1993 Blackfoot Road, Conifer, CO
December 9, 2021

Director Pixley called the regular meeting of the Board of Directors to order on December 9th, 2021 at 18:01 hours.

ROLL CALL

Directors Present:

Melissa Baker

Sharon Woods

Kent Wagner

Greg Pixley

Dominique Devany

Also Present:

Jacob Ware, Fire Chief

Barbara Stockton, District Administrator

PLEDGE OF ALLEGIANCE

Pledge led by Dominique Devany

SWEARING IN OF ELECTED BOARD MEMBER, Director Devany

SELECT OFFICERS

MOTION to elect Director Pixley to President of the Board (Kent Wagner seconded by Dominique Devany)

MOTION to elect Kent Wagner to Vice President of the Board (Greg Pixley seconded by Dominique Devany)

APPROVAL OF AGENDA

MOTION (Kent Wagner seconded by Melissa Baker). **MOTION PASSED.**

APPROVAL OF MINUTES

MOTION to approve the November, 2021 regular meeting minutes. (Kent Wagner seconded by Greg Pixley) **MOTION PASSED**

MOTION to approve the December 2nd, 2021 special meeting minutes. (Kent Wagner seconded by Melissa Baker) **MOTION PASSED**

FINANCIAL MATTERS

MOTION to approve the November 2021 expenses. Melissa Baker seconded by Kent Wagner)
MOTION PASSED.

NEW BUSINESS

1. Swearing in of Firefighter LeBaron
2. Final Budget Approval

MOTION to approve the 2022 Annual Budget (Dominique Devany seconded by Sharon Woods)

MOTION PASSED

3. Consolidation Report

MOTION to proceed with consolidation review (Dominique Devany seconded by Sharon Woods)

MOTION PASSED

4. Jeffco Hazard Mitigation Plan Discussion

MOTION to be included in the Jeffco Hazard Mitigation Plan (Kent Wagner seconded by Melissa Baker)

MOTION PASSED

CITIZEN ISSUES

Request for an update on the IWUI adoption by Jefferson County. The IWUI code adoption has been sent to the Evergreen Fire Marshal, Jim King, for review.

OLD BUSINESS

None.

ADJOURNMENT

MOTION (Sharon Woods; seconded by Dominique Devany) to adjourn the meeting. **MOTION PASSED.**

The meeting of the Board of Directors concluded at 18:52 hours

**BY ORDER OF THE BOARD OF DIRECTORS
OF THE ELK CREEK FIRE PROTECTION**

DISTRICT

BY: /s/ Melissa Baker
Secretary of the District.

| Row Labels | Sum of Dec 2021 Actual | Sum of Year to Date Actual 2021 | Sum of Year to Date Budget 2021 |
|--------------------------|---------------------------|------------------------------------|------------------------------------|
| 0Revenues | \$ (83,690) | \$ (4,804,555) | \$ (4,100,000) |
| Ambu Billings | \$ (15,123) | \$ (444,251) | \$ (468,000) |
| CRRF | \$ - | \$ (526,464) | \$ (125,000) |
| Grants | \$ - | \$ (141,176) | \$ - |
| Interest Income | \$ (2,807) | \$ (5,363) | \$ - |
| Lease Rev | \$ (2,492) | \$ (60,052) | \$ (22,000) |
| Mitigation | \$ - | \$ (65,188) | \$ (100,000) |
| Other | \$ (1,729) | \$ (78,595) | \$ (20,000) |
| Prop Taxes | \$ (38,952) | \$ (3,239,907) | \$ (3,247,000) |
| Spec Ownership Taxes | \$ (22,588) | \$ (243,561) | \$ (118,000) |
| 1Labor | \$ 286,235 | \$ 2,720,402 | \$ 2,451,898 |
| aWages | \$ 187,679 | \$ 2,114,231 | \$ 1,837,522 |
| Benefits | \$ 30,794 | \$ 356,219 | \$ 146,002 |
| FICA/Medicare | \$ 3,980 | \$ 59,723 | \$ 189,672 |
| FPPA | \$ 21,044 | \$ 98,791 | \$ 192,196 |
| UnEmployment Ins | \$ 528 | \$ 6,214 | \$ 11,822 |
| WorkersComp | \$ 42,210 | \$ 85,223 | \$ 74,684 |
| 2Admin | \$ 16,606 | \$ 479,593 | \$ 768,529 |
| Board | \$ - | \$ 1,500 | \$ 42,000 |
| Finance | \$ 2,932 | \$ 208,993 | \$ 369,749 |
| HR/Legal | \$ - | \$ 64,115 | \$ 31,750 |
| Membership | \$ 300 | \$ 32,850 | \$ 74,670 |
| Operations | \$ 174 | \$ 20,773 | \$ 41,750 |
| Quartermaster | \$ 7,784 | \$ 25,677 | \$ 70,000 |
| Systems | \$ 1,327 | \$ 33,581 | \$ 34,400 |
| Training | \$ 30 | \$ 19,694 | \$ 54,550 |
| Utilities | \$ 4,059 | \$ 72,410 | \$ 49,660 |
| 3Operations | \$ 17,866 | \$ 440,332 | \$ 337,340 |
| Communications | \$ 11,822 | \$ 75,790 | \$ 77,000 |
| CRRF | \$ - | \$ 228,726 | \$ 100,000 |
| EMS | \$ 2,981 | \$ 44,904 | \$ 50,400 |
| Fire | \$ 690 | \$ 14,451 | \$ 21,600 |
| Fuel | \$ 3,050 | \$ 38,080 | \$ 32,000 |
| Prevention | \$ (676) | \$ 27,668 | \$ 48,240 |
| Rescue | \$ - | \$ 1,013 | \$ 2,500 |
| Supplies | \$ - | \$ 3,381 | \$ 5,600 |
| WL | \$ - | \$ 6,320 | \$ - |
| 4Maintenance | \$ 9,478 | \$ 114,233 | \$ 180,400 |
| Buildings/Facilities | \$ 4,258 | \$ 16,685 | \$ 41,500 |
| Communications Equipment | \$ - | \$ - | \$ 1,800 |
| Parts & Supplies | \$ 183 | \$ 11,195 | \$ 6,000 |
| Response Apparatus | \$ 5,036 | \$ 83,801 | \$ 111,100 |
| SCBA | \$ - | \$ - | \$ 15,000 |

| | | | | | | |
|-------------------------------|-----------|----------------|-----------|------------------|-----------|----------------|
| Tools, Equipment & Appliances | \$ | - | \$ | 2,553 | \$ | 5,000 |
| 5Capital | \$ | 3,685 | \$ | 371,774 | \$ | 352,425 |
| EMS | \$ | - | \$ | 38,708 | \$ | - |
| Facilities | \$ | - | \$ | - | \$ | 30,000 |
| Finance | \$ | - | \$ | 77,425 | \$ | 77,425 |
| Fire | \$ | 3,685 | \$ | 255,641 | \$ | 245,000 |
| Grand Total | \$ | 250,181 | \$ | (678,222) | \$ | (9,408) |



January 10, 2022

MESSAGE FROM THE CHIEF

The wildland fires in boulder this year have highlighted the importance of fire mitigation and response. We are continuing to work with our partners at the county to improve risk reduction for our district. We have had an uptick in requests for the Wildfire Prepared program as well as email inquiries about various wildland fire topics. The fires have reinforced that fire season is now all year, and not just in the summer. We did not send any resources to the fires for support due to the fire risk within our own district.

2021 wrapped up with a total of 1286 calls for the year. This was down from 2020 a bit. The year was full of successes such as a record season for chipping with over 691 properties chipped and formation of the Fuels Management Crew with Inter Canyon Fire. Elk Creek and Inter Canyon have merged the wildland fire programs. The CWPP is also a joint project that included both districts.

2021 was a year where the discussion of a consolidation of agencies started to take shape. Inter Canyon, Indian Hills and North Fork fire protection districts are all evaluating the options and exploring the idea of consolidation. I believe it will be a huge benefit for our residents. We will be able to provide an increased service level as well as being more efficient in prevention and mitigation. The agencies are currently working of the first of many committees to begin looking at Standard Operating Guidelines and Polices to see how they are in line and what differences will need to be worked out for a combined agency.

2022 will be an exciting time for the Elk Creek Fire Protection District with the anticipated growth of the department and the possibility of merging organizations.

We have hired Jesse Winefeldt as a firefighter paramedic to bring our staffing to 4 per shift. Jesse was a longtime volunteer and came to us from Arvada Fire Protection district. He brings a lot of experience and skills to Elk Creek and lives in the district. We are also hiring a fleet manager/ mechanic with Inter Canyon. This will be another shared position between the two agencies.

Jacob N. Ware
Fire Chief

OPERATIONS (December)

- Volunteer firefighters had 272 hours of staffing at Station 1.
- Elk Creek Averaged 3 members per call.
- 43% of the calls overlapped (64 Calls)
- Average Response Time 9:20

| December - Emergency Incidents | 2019 | 2020 | 2021 |
|--|-------------|-------------|-------------|
| 1. Fire | 1 | 1 | 5 |
| 2. Emergency Medical Services (EMS) & Rescue | 60 | 77 | 75 |
| 3. Hazardous Condition (No Fire) | 6 | 4 | 15 |
| 3. Service Call | 5 | 6 | 16 |
| 4. Good Intent Call | 18 | 17 | 22 |
| 5. False Alarm and False Call | 10 | 10 | 10 |
| 6. Special Incident | 1 | | 0 |
| Total | 101 | 115 | 146 |
| | | | |

| December - Additional Emergency Incidents | 2019 | 2020 | 2021 |
|--|-------------|-------------|-------------|
| Automatic/Mutual Aid Emergency Responses provided to the Elk Creek by other Agencies | 5 | 6 | 6 |

| December Ambulance Transports | 2019 | 2020 | 2021 |
|--------------------------------------|-------------|-------------|-------------|
| | 31 | 41 | 32 |

TRAINING

- Firefighters logged 111 hours of training for the month.
- Chief Wesseldine will be moving to part time this month. He will finish academy and then he will be retiring. He will still assist us with training and response.
- The 2022 recruit academy has started with 19 cadets and 12 from Elk Creek.
- Firefighter/EMT Niece has started Paramedic school.

PREVENTION

- Fire Marshal Parker completed 15 inspections for the month of December.
- We have seen driveway applications for up to 37% slopes for residential dwellings. The county allows for 10% and historically we have allowed up to 15% as long as the dwelling has sprinklers. Fire Marshal Parker is currently drafting a new policy to address driveways that will involve how to address driveways up to 15%. We have experienced a lot of equipment damage due to steep driveways with snow and trees.
- The fires in Boulder have brought to light the importance of the IWUI code. 8 of the 9 FPD's in Jefferson County have adopted the code. We are still waiting to see how the Jefferson County will react and what the next steps will be.

FLEET, EQUIPMENT, & FACILITIES

Fleet:

- Engine 432 and Tender 462 are out of service with mechanical issues and waiting on parts.
- We are hiring a fleet manager and mechanic to streamline our operations and improve efficiency of repairs and service.
- The new type 6 engine will be delivered this month.

Equipment: New bunker gear has been ordered and we are evaluating our current standard and model along with several other vendors.

Facilities: We have added gutters on the engine bays in an effort to stop the ice that has plagued the Northwest side of the building.

Elk Creek Fire Protection District

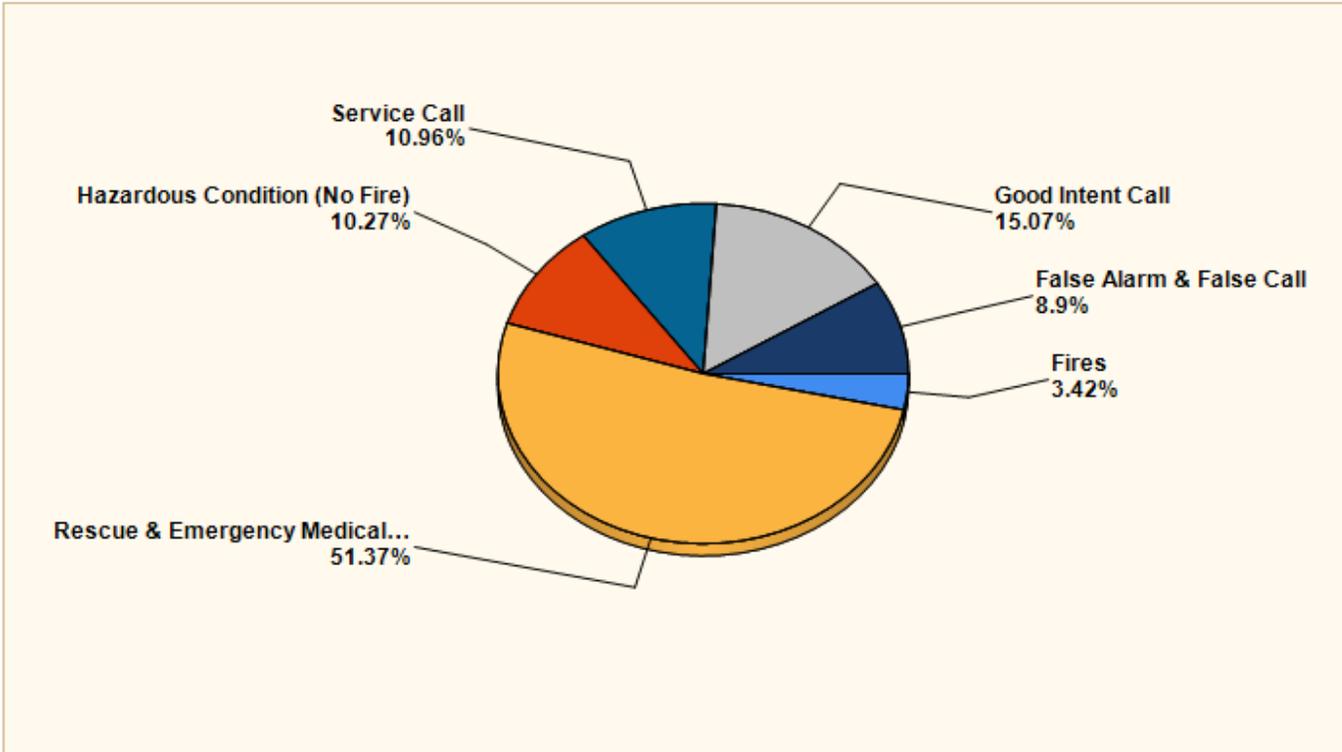
Conifer, CO

This report was generated on 1/13/2022 10:19:29 AM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 12/01/2021 | End Date: 12/31/2021



| MAJOR INCIDENT TYPE | # INCIDENTS | % of TOTAL |
|------------------------------------|-------------|-------------|
| Fires | 5 | 3.42% |
| Rescue & Emergency Medical Service | 75 | 51.37% |
| Hazardous Condition (No Fire) | 15 | 10.27% |
| Service Call | 16 | 10.96% |
| Good Intent Call | 22 | 15.07% |
| False Alarm & False Call | 13 | 8.9% |
| TOTAL | 146 | 100% |



Elk Creek/Inter-Canyon Fire Protection Districts Wildfire Division Report 2021 Time & Work Report January, 2022



- Wildfire Prepared assessments are continuing
 - o FRWM Grant work plan is being created to ensure successful completion of the workload and messaging to the community
 - o Will be coordinated with other landscape scale projects being implemented with partners at the USPP

- Community Ambassador Program
 - o Many ambassadors are continuing to build a team and local programs to apply to their communities. We have already had some great collaboration among ambassadors and are looking for opportunities to meet in person (COVID dependent)
 - o We will be working with the Oehlman Park ambassador to coordinate outreach for USPP partnership projects in the area
 - There will be more detailed updates once the projects are finalized
 - We have a meeting scheduled for all project coordinators on the 24th

- CWPP
 - o We are finalizing the document language and messaging this month
 - Created a google form for public feedback collection which will be released along with the document and associated announcements

- Suppression Module
 - Jayson is in Florida for PFTC
 - Work continues on the Glenelk project

- Fuels Crew
 - Hiring letters will be sent out be next week
 - All crew members will be coming with experience
 - Continuing to work on the chipping program to streamline the kickoff process
 - Fuels Crew will also be cutting 11 acres in the Douglas Ranch and Preserve at Pine Meadows through 2023
 - Fuels Moisture sampling will also begin this year and the work plan is being finalized
 - will allow to more accurately forecast fire behavior in our area and appropriately manage resources
 - End of the year report can also be presented at the next meeting
- Unfortunately, Covid has gone through station 2 which has forced us to get creative with work and take mandated sick days throughout the month of December.
 - Grant updates
 - Glenelk FRWM grant is in process
 - The Module will continue work on Glenelk and has already mitigated a significant amount of the N. side of the property.
 - The re-route of the handline is going to add two additional land owners to the project.
 - land use agreements will be created and signed by the end of the month
 - We are finalizing scope of work for Douglas Ranch and a continuation of work in preserve at pine meadows (combined approximately \$30,000)
 - The Aim grant is in process. We received \$75,000 for personnel and received the new chipper (as match). (Inter-canyon budgetary expense) This will be closed in the next two months.- **same as last month**