

MOUNTAIN VIEW FIRE PROTECTION DISTRICT

COMMAND STAFF MEETING MINUTES

JULY 8, 2008

ATTENDEES:

BR: Chris O'Brien, Mike McNamara, Rob O'Donnell, Jeff Webb.

MV: Randy Templeton, Twink Dalton, Donna Mullison, Mark Lawley, Dave Beebe, Steve Pischke, Hub Albrandt, Sheri Hannah-Ruh, LuAnn Penfold, Chris Melvin, Jeff Powley, Jamie Wood.

Chief Templeton introduced Sheri Hannah-Ruh, MVFPD's new resource coordinator, and eventually risk reduction educator.

JRA

Chief Mygatt is out of town today. Chief Lawley stated that cross training has been stepped up within the last month. Chris O'Brien stated he and Jen did a swap last go around, and it went well. Everyone got tested and it was very successful. Mike McNamara stated his shift did the preliminary and the next step is to do the actual swap. Jeff Powley stated that he and Odie have spent time at each other's facilities. Water supply issues have been a concern for him, has done some preplans to become more familiar. O'Donnell stated we have pockets everywhere and must become familiar—MVFPD is really large, and this is a big project. Chief Pischke stated that Bill has done a great job projecting fuel costs, and we have a contract for fuel that has helped us. Our apparatus are reaching the time frame that they are worn out, and they are breaking more often. Bill's budget is taking a big hit on repairs. If we didn't have Bill, we would really be spending more money. Chief Templeton asked for Fire Act Grant status. LuAnn stated she has received no information, and Donna stated she had not either.

Chief Templeton asked about Station 3/Ladder Company status. Chief Lawley stated he spoke with the contractor and they are having problems with Mead's building inspector again. He is really making this difficult. Chief Templeton will speak with Dan Dean regarding this problem. LuAnn stated she thinks the company doing the inspections do a wonderful job. They are hired to enforce the building code, and she has always found them competent, and perhaps they are being stern due to a shared building, and the fact that we are a fire station. She can call the company if the Chief would like her to. LuAnn stated that the builder/contractor must be competent and must follow the building code. Chief Lawley stated any other people getting involved at this time would be detrimental. Afterwards, perhaps we could send a letter to the Town. We are very close. Chief Templeton stated the ladder company is ready to go? Chief Beebe stated the truck is ready. Chief Albrandt stated there are some tweaks that must be done to get it in service. There will be some transition period items since we have never had a truck company in service here in the past. Albrandt stated geographically, it will take a long time for the truck to get to the call at times.

DECISIONS/DISCUSSION

Wildland Status

Chief Beebe stated California is on fire. Two type 6 engines in California, 5 personnel, and Darin Sutter is out single resource. He is working California fires and is actually at Sparks Airfield in Reno. He will be back on the shift 7/21, but don't know how long he will be here. Beebe flies out tomorrow to relieve Queen. Next week we will fly out two people to relieve Sean and Brett. Crew swaps in 9-10 days at the earliest re Cole and Dustin. Very hot in California and looks like we may be out there for a while. Beebe has people ready to go out on crews. Staffing for DNC will impact this. Greg Nichols from Boulder

Rural is out with our team of Cole and Dustin. At this point there will be no more resources from Colorado sent to California since Colorado is pretty thin right now, but the resources there will continue to have crew swaps. Chief Templeton asked if we could send another Type 6, but Chief Lawley and Chief Beebe stated we don't have crews to staff. Chief Pischke stated that we would leave crews out so long as we got support from home front to maintain commitment to DNC responsibilities. Personnel must agree. Chief Albrandt stated right now they can fill, but as time goes on it may get more difficult to fill OT. Chief Templeton stated staff personnel can be plugged in on weekends, etc. to help with staffing. Chief Pischke stated he will help fill Beebe's shifts while he is gone. He reiterated that we made a commitment to the DNC. Discussion. Chief Lawley stated Capt. Powley will be working on staffing plan for DNC. Chief Beebe must be home for the DNC for his two-day commitment. Chief Templeton stated that if we start getting think re volunteering for OT, perhaps we should offer OT to Boulder Rural personnel. Chief Beebe stated that has not been done in the past. Need direction. He can get personnel to keep the rigs in California, adding personnel from other entities after first giving MV personnel the opportunity. Chief Templeton stated if possible we need to keep the Type 6 engines out as we need to make the money. It is important to be creative about

Chris O'Brien stated so long as the preparedness level is at a "5", they will keep resources out in California. Chief Lawley stated he has talked with all shifts regarding keeping ahead on filling OT, etc. Capt. Powley stated 15 of the 26 slots for DNC coverage have been filled already. Captains need to keep up on this and get it filled. Chief Lawley stated the priority is to MVFPD, and depending on staffing, decisions will be made re bringing the crews/apparatus back from California if needed.

Leadership Coaching Program

Chief Templeton stated he is going to start a coaching program for people who are eligible for promotion. As a reward for doing a good job, you get to participate in this special program. Three persons per shift will meet with Chief Templeton to view leadership program, etc. Think about 2-3 firefighters eligible for promotion on each shift that you can nominate to come in to participate once per week. Want to start that within two weeks. The objective is for the rest of the crews to want to do this as well, and to acknowledge this as a reward and motivate people.

INFORMATION SHARE

IT Projects Status

Jamie Wood stated he met with Boulder County dispatch and keep hitting roadblocks. The CAD monitoring system is up and running, but no data is there yet. He is researching and speaking with other entities. Boulder had to hire Motorola to write programs for it. At this time Jamie doesn't think it wise to spend money since Dispatch is going to something different in the next year or two. City of Boulder Fire has their own databases and are separate, we have to deal with the county side and it as been extremely difficult. We will keep pushing, but it is not ready yet. Chief Pischke stated that the county has protected data and that has been the issue re whether to let us in. Jeff Webb stated they are over reacting to this data issue. There are layers of protection in the system. This is an expensive process, and we can't afford approx. \$100,000 to have our own system within theirs. Chief Pischke commends Jamie for trying to make this work. Twink asked how soon the EPCRs will be ready. Jamie stated he does not have any date. Chief Templeton stated we are under a state mandate to provide information, and at this point the State are giving us a break. He asked Twink how long they would give us? Twink does not know. Chief Pischke stated the State knows about financial woes, and to mandate without considering the financial impact is difficult. Twink stated the reason they are allowing us more time is that we have assured them we are working on it. Beebe stated you can use the EPCRs without the CAD information, you just have to add the information manually. Jamie stated that he wanted to do it right with CAD interface. Chief Beebe stated it is not a good excuse just not to do it because we have to put in the information manually. The State is looking at making this information download mandatory or it may impact our ability to be a transport agency. Discussion regarding using the EPCRs and putting all information in manually. Jamie stated the dispatch center is moving so they can't meet with them for approx. one month. Jeff Webb stated there are political issues regarding the database/computers. Chief Templeton is very concerned and wants to know who he needs to talk to, to get this done. Jeff Webb stated we have done all the talking, and having Chief

Templeton talk to the personnel may not help. Jeff Webb will get Chief Templeton the name of someone to talk to.

Jeff Webb stated that MVFPD can't meet the mandate because it has decided to do things in a certain order, i.e. CAD first. But, you can do the EPCRs without the CAD interface, so you can meet the mandate by doing it by putting in all information manually. Chief Pischke asked that it just play out the way we have it now. Instead of having Jamie continue with all this work, we step up our training and inputting of data on EPCRs. Jeff Webb is working the time frame on Boulder Rural's side and when it is figured out they will share with MVFPD. Chief Pischke stated it is more important for us to train and begin input of data on EPCRs at this time rather than chasing the CAD issues at this time—let Boulder Rural work on this part.

Chief wants to talk to someone to help our 15 paramedics. He does not want to hurt the situation, but don't want to just be passive, as this was due January 1st. This is serious and our paramedics' comfort is important. He wants to help and not have the paramedics think he is just being passive. Chief Pischke will let Chief Templeton know if he needs to talk to someone. Jeff Webb stated that the CAD interface will fill in only 12 of approx. 50 fields of data when completed.

Chief Beebe stated that we haven't been getting satisfaction from Boulder Dispatch, many problems. He asked if we could go to Weld County Dispatch instead. Chief Templeton stated we are looking at Longmont. Chief Beebe stated Weld County has everything we need. Chief Pischke stated that is not necessarily the answer. History and politics are involved. Discussion. Chief Templeton stated so long as we have options, we need to get better service.

Chief Pischke stated that Station 7 has had some problems, and we believe the hard drive in the computer is going out. System has been up and down all weekend. There were some connectivity problems as well. Bill is going to obtain a new hard drive in the next day or two. IT Team will meet this week. We need to upgrade software and it will be discussed. Bill will be ordering software to upgrade all machines district-wide to the same level. Hopefully that will occur within the next week or so. Chief Templeton asked for Outlook status. Chief Pischke stated it is on hold right now, but planning will be had regarding making that live in the near future. It is a time situation that is holding it back right now, as we have many people wearing many hats and there is only so much time available.

Paid Part-Time Program Status

Chief Lawley stated there is a meeting tonight with the 9 personnel interested in the switch from traditional volunteer to paid part-time program. Sheri will be working on a calendar for scheduling. We will make it electronic and put it on the website. When Sheri gets up to speed, we will put a program together to go on the road to recruit directly to the paid part-time program. Chief Templeton stated he sent a survey to 58 academies all over the country and received positive feedback for persons willing to relocate to participate in the program. O'Donnell asked for minimum standards: FFI, Haz Mat Ops, 130/190, EMT-B. These certificates must be in hand, and once in the system, Twink and Training Division will assess skills, etc. to determine if any additional training is needed. Chief Lawley will get the minutes to other entities, but wants to get Mountain View's program up and running before branching out to other entities.

Station 7 Status

Chief Lawley and Chief Pischke will be meeting tomorrow to go over the final costs with Hans Kahn. Hopefully will break ground in September, due to changes in what/how we are doing with basic design of the building. Once we get through budget issues, we will be going a lot faster. Don't know how long it will take to build at this time. Once we get final design/plans and budget issues decided, a time line will be put together. Inspections will not be done by company who deals with us in Mead, but will be internal building official in Dacono. Chief Lawley and Hans Kahn met with Dacono building official and he is on board to facilitate expedition of this project. Chief Pischke stated we are doing design-build, and the Fire District hired a general contractor to put together all pieces/parts to get the project completed. Chief Templeton asked for status on invitations—need to get them out soon. Saturday, 10:00 a.m., July

26th is the groundbreaking at the new Station 7 site. Chief Templeton stated the square footage has been increased to approx. 7,000 sq. ft., with an unfinished basement. We are working on additional funding from the Energy Impact Grant process. There will be a walk out basement. Eventually this will house a community room and storage.

FI Process Status

Twink reported Keegan doing well, needs more calls. Russ Bezel will be released after this set. EMS Academy will begin July 14th. We will know more about paring down FI process after the EMS academy has been completed. Jeff Webb would like more information re where people are in process, needs, etc. We need more information to plan for time people will be in the process, as it costs Boulder Rural approx. \$1,000 per day when people are in the FI process. Twink stated there has been communication. We will be meeting about specific needs. Chris O'Brien stated he has not received the information, so need to communicate better. Twink will meet with Seibert, O'Brien, Gray to review the status, and thereafter Chris will get Jeff Webb the information so Jeff can plan/budget.

Training Section Status

Chief asked about virtual classroom. Chief Pischke stated that is currently a tech support/time issue. We have some of the parts, and hopefully Bill can begin to assemble those things, and so long as the apparatus is on the road, this can occur. If apparatus breaks, Bill will have to attend to that first.

Shad Bennet gave an update on the virtual classroom situation. Working on hardware/tech support issues. After this is finalized, will meet with captains and others re training, etc. Discuss recording of class, viewing/asking questions when shifts watch later, etc. Shad stated it is interactive. Once it is up and running, need feedback to tweak as needed.

ISO Status

Chief Templeton stated that he received notification from ISO recently that we are back on their radar and they will be coming next spring. That will be a big project next year. Chief Pischke stated we should begin now and assign one person to begin to oversee that process, schedule it, and ensure all facets are covered. Chief Templeton stated he will own that himself. First he will work on the mil levy campaign.

PERSONNEL

Hiring Process Status

CPAT will be held next weekend. Assessment center for career will be held August 8th. Personnel must complete the psych and medical portion of the assessments as well. We will be hiring four medics, one conditional letter of hire will be issued today to a person who previously went through the process. Three slots will be filled out of 12 people being assessed in August. Sheri will be running the hiring process.

FUTURE

Health Insurance Evaluation

Chief Templeton knows there are a lot of unhappy people with our current insurance. He will meet with Howard Jadinger (broker) this week to let him know how unhappy people are. Chief Templeton asked that we get more brokers involved in the bidding.

Mailing Campaign

Post card (6x8) campaign stating MVFPD information should begin soon. Donna needs to call mailing company to find out how many need to be ordered to deliver to all District residents.

Twink stated the July continuing education went out to all firehouses, but with only 1 CD, please share among the three shifts. Laran Wilke has started, and all BCs and Captains were sent the schedule.

NEXT MEETING: Tuesday, July 22, 2008, 7:30, Station 1.