

## RECORD OF PROCEEDINGS

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West Metro Fire Protection District  
Board of Directors Meeting  
June 19, 2018

### I. CALL TO ORDER

The regular meeting of the West Metro Fire Protection District board of directors was called to order by President Pam Feely at 7:00 p.m. This meeting was held in accordance with the applicable statutes of the state of Colorado, at West Metro Fire Protection District's headquarters, 433 S. Allison Parkway, Lakewood, Colorado.

### II. ROLL CALL

President Pam Feely	Present
Vice President Marta Murray	Present
Secretary Wendy Volmer	Absent
Treasurer Cassie Tanner	Present
Director Jerry Cassel	Present
Director Mike Feeley	Present
Director Kristina Moeder	Absent

Also present were Fire Chief Don Lombardi; Deputy Chief Bruce Kral; Deputy Chief Mark Krapf; Deputy Chief Scott Rogers; Ms. Adele Reester, Esq.; Firefighter Mike Mulcahy, representing IAFF Local #1309; Ms. Glenda Aragon; and, Ms. Kim Brewer as recording secretary.

### III. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

President Feely led the Pledge of Allegiance and requested a moment of silence to honor all fallen firefighters.

### IV. REVIEW OF MINUTES

**MOTION: It was moved by Cassie Tanner and seconded by Marta Murray to approve the minutes of the regular meeting of the board of directors dated May 15, 2018, as presented. The motion was voted upon and carried.**

### V. PROMOTIONS

A. Promote Jeffrey Sherman and Rachel Kohler to the Rank of Engineer – Fire Chief Don Lombardi

**MOTION: It was moved by Cassie Tanner and seconded by Jerry Cassel to promote Jeffrey Sherman and Rachel Kohler to the rank of engineer effective June 16, 2018. The motion was voted upon and carried.**

**VI. OATH OF OFFICE FOR ENGINEERS JEFFREY SHERMAN AND RACHEL KOHLER**

**RECESS**

**VII. ELECTION OF OFFICERS**

**MOTION: It was moved by Jerry Cassel and seconded by Mike Feeley to retain the board office positions as they currently exist: Pam Feely – President; Marta Murray – Vice President; Wendy Volmer – Secretary; and, Cassie Tanner – Treasurer. The motion was voted upon and carried.**

**VIII. BOARD LIAISON ASSIGNMENTS**

- A. Civil Service Committee: Wendy Volmer/Jerry Cassel
- B. Negotiations Committee: Pam Feely/Cassie Tanner/Marta Murray
- C. Appeals Board: Pam Feely/Jerry Cassel/Mike Feeley
- D. Legislative SDA Liaison: Mike Feeley
- E. Construction Review: Jerry Cassel/Cassie Tanner

**IX. PUBLIC COMMENT**

None.

**X. REPORTS**

- A. Report of the Fire Chief – Fire Chief Don Lombardi
  - 1. US&R Update
    - a. Strategic Group Meeting

The Strategic Group Meeting was held last week in Nevada. The bulk of the meeting revolved around the resolution asking that the FEMA Administrator recognize that the 28 federal teams are the standard that all requirements come from.

They are also looking at mission ready packages (MRPs). There are two types of team responses in the system; Type I, which is 80 plus people, and Type III, which is 40 people. For the hurricanes last year, we could have deployed a Type I team, and attach smaller MRPs to them, which allows us to be more flexible and quicker in our response. Because we're currently in hurricane season, we went ahead and approved the MRP proposal, and will put it out for review and response.

The national Sponsoring Agency Chiefs meeting will be held December 3<sup>rd</sup> – 6<sup>th</sup> in Orange County, California. Therefore the December 4<sup>th</sup> board meeting has been rescheduled to December 11<sup>th</sup>.

2. Finance Division Update

a. May 2018 Financial Statements

Ms. Aragon distributed and reviewed the May 2018 financial statements which will be brought to the board for approval at the July meeting.

b. Budget Calendar

Ms. Aragon distributed the 2019 budget calendar.

3. Aaron Lybarger Update

Aaron Lybarger's services will be held Sunday, June 24<sup>th</sup> at the Double Tree Hotel (Orchard and I-25) at 3:00 p.m. with a reception immediately following. Aaron's family is very appreciative of the support they have received from West Metro.

B. Administration – Deputy Chief Mark Krapf

None.

C. Operations – Deputy Chief Scott Rogers

1. Wild Fires

Our brush truck came back from the fires in California yesterday. The REMS team is still there and functioning as planned. They have been able to train quite a bit while waiting to be called.

2. Hail Storm

The hail storm in District 3 today did not cause any damage to our apparatus, but there may be damage to Station 10's roof. Facilities is looking into it.

D. Life Safety – Deputy Chief Bruce Kral

1. Comprehensive Project Report – Electronic Report

E. Other Matters

1. BluePrint Strategies

We have met with BluePrint Strategies several times. They are looking at how they can gain some dynamics of service delivery and are developing a survey for our community.

2. Report to the Community/Year End Reports

Chief Lombardi distributed the 2017 Report to the Community and the 2017 Divisional Year End Reports.

F. Report of Legal Counsel – Adele Reester, Esq.

Report of legal counsel will take place during Executive Session.

G. Report of the President – President Pam Feely

1. Negotiations

President Feely read the letter from the assistant chiefs negotiating committee stating that there is no need to meet to negotiate to modify the assistant chiefs agreement for 2019.

2. SDA Conference

President Feely will be presenting at the SDA Conference on the actuarial valuation of the pension plans in conjunction with Leslie Thompson.

3. FPPA

President Feely was elected as the vice chair for FPPA.

4. Kristina Moeder

President Feely announced that Kristina Moeder's grandfather recently passed away, which is why she is not in attendance tonight.

- H. Treasurer's Report – Treasurer Cassie Tanner

1. April 2018 Financial Statements

**MOTION: It was moved by Cassie Tanner and seconded by Marta Murray to accept the April 2018 financial statements as presented. The motion was voted upon and carried.**

- I. Report of the Union – Firefighter Mike Mulcahy

None.

- J. Report of Civil Service Committee – Secretary Wendy Volmer

None.

## **VII. OLD BUSINESS**

None.

## **VIII. NEW BUSINESS**

None.

## **IX. BOARD BRIEFS**

None.

## **X. OTHER MATTERS**

Chief Lombardi requested and received consensus to request the top three names for the rank of captain and the top four names for the rank of lieutenant.

## **XI. EXECUTIVE SESSION**

**MOTION: At approximately 7:52 p.m. it was moved by Cassie Tanner and seconded by Mike Feeley to enter into an executive session pursuant to § 24-6-402(4)(b) C.R.S. for purposes of receiving legal advice regarding litigation updates. The motion was voted upon and carried.**

**MOTION: At approximately 8:10 p.m. it was moved by Cassie Tanner and seconded by Marta Murray to resume the regular board meeting of the West Metro Fire Protection District. The motion was voted upon and carried.**

President Feely announced that no motions were made nor were any votes ta

**XII. ANNOUNCEMENT**

Mike Feeley will accept Ann Terry's invitation to be on the Special District Association board tomorrow.

**XII. ADJOURNMENT**

**MOTION: There being no further business to be presented it was moved by Cassie Tanner and seconded by Marta Murray to adjourn the regular meeting of the West Metro Fire Protection District board of directors. The motion was voted upon and carried.**

The meeting adjourned at 8:11 p.m.

Recording Secretary: /s/s/ Kim Brewer  
/s/ Wendy Volmer