

RECORD OF PROCEEDINGS

West Metro Fire Protection District
Board of Directors Meeting
September 24, 2019

I. CALL TO ORDER

The regular meeting of the West Metro Fire Protection District board of directors was called to order by President Cassie Tanner at 6:30 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 Cassie Tanner	Present
Vice President Marta Murray	Present
Secretary Jerry Cassel	Present
Treasurer Mike Feeley	Present
Director Pam Feely	Present
Director Kristina Moeder	Present
Director Wendy Volmer	Excused

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. Jennifer Wheaton as recording secretary.

III. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

President Tanner 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 Marta Murray and seconded by Pam Feely to approve the minutes of the regular meeting of the board of directors dated August 13, 2019, as presented. The motion was voted upon and carried.

V. CITIZEN AWARD

A. Presentation of Citizen Award to Ms. Nina Weisz – Fire Chief Don Lombardi

VI. PUBLIC COMMENT

- A. Sheriff Jeff Shrader was present to request board support for Jefferson County Ballot Initiative 1A.

President Tanner asked for and received consensus to have Chief Lombardi work with Ms. Reester to draft a resolution in support of Ballot Initiative 1A.

VII. REPORTS

- A. Report of the Fire Chief – Fire Chief Don Lombardi

1. Aaron Lybarger Commemorative Coin

Firefighter Mike Mulcahy distributed a challenge coin to each board member developed by Local 1309 to honor fallen firefighter Engineer Aaron Lybarger.

2. IAFF Fallen Fire Fighter Memorial

West Metro Engineer Aaron Lybarger was added to the Wall of Honor during the 33rd IAFF Fallen Fire Fighter Memorial ceremony in Colorado Springs on September 21, 2019. The ceremony was well attended by West Metro board members, employees, families, and friends.

3. National Fallen Firefighters Memorial

West Metro Engineer Aaron Lybarger will be honored at the 38th Annual National Fallen Firefighters Memorial in Emmitsburg, MD, October 4-6, 2019. Members attending the memorial weekend will receive detailed information about the ceremony events from Chief Krapf.

4. Public Safety Officers' Benefits Program

Engineer Aaron Lybarger's family was awarded Line of Duty Death - Public Safety Officers' Benefits through the Department of Justice. Chief Lombardi credited Shannon Rush and Jennifer Manske in Human Resources for their efforts to fulfill the extensive application requirements on behalf of Engineer Lybarger's family.

5. US&R Update

- a. Strategic Group meetings were cancelled due to the response to Hurricane Dorian.

- b. FEMA US&R Branch Chief Fred Endrikat and FEMA US&R Advisory Group Chair Fire Chief Bill Brown were present to discuss the West Metro Colorado Task Force One Administrative Readiness Evaluation.

6. Finance Division Update

- a. Ms. Aragon reviewed the July 2019 financial statements, which will be brought to the board for approval at the next meeting.

7. Budget Update

- a. Assessment Rate Calculation Discussion

Chief Lombardi presented and received consensus on a formula to determine the assessment rate.

- b. County Revenues

Chief Lombardi distributed a handout with the county assessed valuation for 2020.

The 2020 budget presentation will occur at the October 15, 2019 board meeting. Board members can pick up individual budget books on October 10, 2019, or receive a copy of the budget books by mail in advance of the meeting.

8. Strategic Work Plan Update

Future reports on updates to the Strategic Work Plan will occur quarterly.

9. Advanced Resource Medic Presentation

Division Chief Jeremy Metz distributed a demonstration report and presented an update on the Advanced Resource Medic (ARM) program.

Chief Metz reported on a new Emergency Triage, Treatment, and Transport (ET3) Medicare payment model for treating patients in place, transporting patients to alternative destinations, and treating patients using telehealth. West Metro is applying for acceptance to the five-year program in a joint application with Thornton Fire, and South Metro Fire. If selected for the program, participation begins January 1, 2020. The West Metro ARM is ready to meet the requirements of the ET3 program.

B. Administration – Deputy Chief Mark Krapf

1. The NREL Services Contract will be presented for renewal and the next meeting.

C. Operations – Deputy Chief Scott Rogers

1. Review of Recent Activities

Chief Rogers discussed a recent accident on C-470 and Quincy. Mutual aid from surrounding fire departments assisted in putting out the fire that resulted from the crash.

D. Life Safety – Deputy Chief Bruce Kral

1. Comprehensive Project Report – Electronic Report

Chief Kral encouraged the board members to attend the 25th Annual Fire Muster on Saturday, September 28, 2019. Local 1309 donated gift certificates to the Fire Muster to give out as prizes at the event.

E. Other Matters

1. Chief Lombardi encouraged board members to visit Station 1 to see the bay doors, which have been painted with graffiti-style art to match the arts culture in the surrounding neighborhood.

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

Ms. Reester reported that the SDA conference was a success.

G. Report of the President – President Cassie Tanner

President Tanner expressed condolences to Ms. Volmer and her family for the loss of her husband. Services will be held at Fort Logan Cemetery.

Ms. Tanner congratulated Ms. Feely on receiving the Board Member of the Year award at the SDA conference, and thanked Mr. Feeley for his involvement on the SDA board.

Ms. Tanner opened discussion for consideration of a future citizen academy.

With May 2020 elections approaching, Ms. Tanner requested feedback on arranging a board retreat shortly after the election.

The fire chief's appraisal format was discussed. Ms. Tanner requested and received consensus to use the current appraisal format for the upcoming appraisal.

H. Treasurer's Report – Treasurer Mike Feeley

1. June 2019 Financial Statements

MOTION: It was moved by Mike Feeley and seconded by Kristina Moeder to accept and approve the June 2019 financial statements as presented. The motion was voted upon and carried.

I. Report of the Union – Firefighter Mike Mulcahy

Firefighter Lee Maulsby was recently chosen by the IAFF to be an ambassador at the IAFF International Burn Camp in Washington, D.C.

The 32nd Annual Firefighter Chili Cook-Off will be held September 27, 2019, from 10:00 a.m. – 4:00 p.m. at Larimer Square in Downtown Denver. Proceeds go to the Colorado Muscular Dystrophy Association.

J. Report of Civil Service Committee – Secretary Jerry Cassel

Mr. Cassel reported on the September 12, 2019 Civil Service Committee meeting. The next meeting is scheduled for October 10, 2019.

VIII. OLD BUSINESS

A. Red Rocks Community College Instructional Agreement – Fire Chief Don Lombardi

MOTION: It was moved by Marta Murray and seconded by Kristina Moeder to approve and sign the Instructional Agreement by and between Red Rocks Community College and West Metro Fire Protection District. The motion was voted upon and carried.

B. 2020 Ambulance Rate Increase - Division Chief Jeremy Metz

MOTION: It was moved by Marta Murray and seconded by Jerry Cassel to approve a change to the West Metro Fire Protection District's ambulance fee schedule as proposed, effective January 1, 2020. The motion was voted upon and carried.

C. Capital Lease Payment for Tower Truck L-06 and Engine P-72 – Ms. Glenda Aragon

MOTION: It was moved by Marta Murray and seconded by Jerry Cassel to approve the payment as obligated in the debt capital lease agreement from Oshkosh Capital/PNC Equipment Finance in the total amount of \$211,345.59, and authorize Chief Lombardi to execute all necessary documents required for payment. The motion was voted upon and carried.

D. Lakewood Radio Contract – Deputy Chief Mark Krapf

MOTION: It was moved by Marta Murray and seconded by Jerry Cassel to approve the request for payment of services to the city of Lakewood in the amount of \$74,589.90, and authorize Chief Lombardi to execute all documents needed to complete the process. The motion was voted upon and carried.

IX. NEW BUSINESS

None.

X. BOARD BRIEFS

None.

XI. OTHER MATTERS

None.

XII. EXECUTIVE SESSION

MOTION: At approximately 8:39 p.m. it was moved by Pam Feely and seconded by Kristina Moeder to enter into an executive session pursuant to § 24-6-402(4)(b) C.R.S. for purposes of receiving legal advice for director seat process. The motion was voted upon and carried.

MOTION: At approximately 8:58 p.m. it was moved by Pam Feely and seconded by Kristina Moeder to resume the regular board meeting of the West Metro Fire Protection District. The motion was voted upon and carried.

President Tanner announced that no motions were made nor were any votes taken.

XIII. ADJOURNMENT

MOTION: There being no further business to be presented it was moved by Marta Murray and seconded by Pam Feely 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 8:58 p.m.

Recording Secretary: /s/s/ Jennifer Wheaton
/s/ Jerry Cassel