

## RECORD OF PROCEEDINGS

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West Metro Fire Protection District  
Board of Directors Meeting  
May 17, 2016

### I. CALL TO ORDER

The regular meeting of the West Metro Fire Protection District board of directors was called to order by Vice President Kristina Moeder 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	Absent
Vice President Kristina Moeder	Present
Secretary Wendy Volmer	Present
Treasurer Cassie Stenstrom	Present
Director Marta Murray	Present
Director Mike Munden	Present

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

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

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

### IV. PUBLIC COMMENT

None.

### V. REVIEW OF MINUTES

**MOTION:** It was moved by Cassie Stenstrom and seconded by Wendy Volmer to approve the minutes of the regular meeting of the board of directors dated April 19, 2016, as presented. The motion was voted upon and carried.

**Mike Munden - abstained**

## VI. REPORTS

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

#### 1. Finance Division Update

##### a. April Financial Statements

Ms. Aragon distributed and reviewed the April 2016 financial statements which will be brought to the board for approval at the June meeting.

##### b. Field Audit Update

RubinBrown is currently working on West Metro's independent audit. The District has requested an extension for the submission of the CAFR for the GFOA Certificate of Excellence in Financial Reporting due to the GASB 68 regulations.

#### 2. Wheat Ridge Update

##### a. Community Meetings

The first community meeting was held Tuesday, May 10<sup>th</sup> at Edgewater Elementary. Station 16, Station 1, command staff, Shift Commander Steve Aseltine, District Chief Clint Fey, Wheat Ridge board members and West Metro board members were all present. Four community members attended, and the information was well received. The next community meeting will be held Wednesday, May 25<sup>th</sup> at 6:30 p.m. at Wheat Ridge Grange, 3850 High Court.

### B. Administration – Deputy Chief Mark Krapf

#### 1. Jeffcom

All participating agencies have now signed the IGA to create Jeffcom. We are working with an architectural firm on a rough order of magnitude costs for the remodel of the space on the third floor. The cost to complete the tenant improvements is estimated to be approximately \$2.4 million. There will be enough space for the anticipated number of call takers as well as additional overflow growth. The next step is to go back to the Jefferson County 911 Authority and look at some funding models necessary to move forward. They will likely have to ask for an increase in the surcharge on phone bills from \$.70 cents per line, to \$1.30 per line, to ensure sustainable funding in the future. The process should take between 15 and 18 months to complete.

2. Communications

Luke Hildebrandt has been hired as a part-time dispatcher. The position is half-time and is being shared with Arvada Fire.

C. Operations – Deputy Chief Scott Rogers

1. Board of Directors Report Summary - Electronic Report

2. Wheat Ridge

In the first 30 days of Wheat Ridge operations, Station 16 ran 266 calls, 200 of which were EMS calls; Station 17 ran 82 calls, 55 of which were EMS calls; Station 5 ran 43 calls into Wheat Ridge's map page area; and West Metro had eight transports out of that area. A map of the current deployment model was distributed.

3. SAFER Grant Update

The request for the first month SAFER Grant reimbursement for salary and benefits was made yesterday in the amount of \$126,981.

D. Life Safety – Deputy Chief Bruce Kral

1. Comprehensive Project Report - Electronic Report

The Fire Investigations Monthly Activity Report includes two investigations in Wheat Ridge.

2. Lakeside

Lakeside has adopted the 2012 Fire Code, but has not adopted any building codes. Getting a building permit in Lakeside is optional. Kelly Brooks, fire marshal of Wheat Ridge has stipulated that with the adoption of the 2012 Fire Code, new buildings would not be approved under the fire code until they were reviewed by a building official.

3. Jefferson County

Jefferson County adopted West Metro's amendments to the fire code this morning. Their adoption makes it the legal requirement in unincorporated Jefferson County. We are working with the other fire agencies in Jefferson County to make our amendments similar.

4. ISO Rating

There is a concern by a Wheat Ridge citizen about West Metro's ISO rating of 3, because Wheat Ridge was recently reassessed at a 2 rating. West Metro will pursue getting reassessed early next year and our local ISO rep is confident that we will get a 2 rating. Until then, Wheat Ridge's status remains a 2 until West Metro goes through a reassessment.

5. National EMS Week

In 1956, the Viet Nam era, there was a White Paper done by the federal government that showed seriously injured soldiers in Viet Nam had a better survival rate than car accident victims in California. That generated a lot of interest in making improvements. In 1970, the Wedsworth Townsend Act was signed by Governor Ronald Reagan which gave power to provide medical care to people other than doctors and nurses. The first paramedic programs started in Seattle and Los Angeles County. In 1972, the television show Emergency first aired. 1972 was also the year the first civilian helicopter-based emergency medical system was started in Denver, Colorado.

E. Other Matters

None.

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

Ms. Reester gave an update on a Colorado Supreme Court case about the statutory presumption regarding cancer. The Court held that the presumption relieves the claimant firefighter of the burden to prove that his cancer results from his/her employment as a firefighter; however, the statute does not establish a conclusive or irrebuttable presumption. Instead, the statute shifts the burden of persuasion to the employer to show that the firefighter's condition did not occur on the job.

There several bills that are being followed that will be reported on in greater detail in the annual written legislative update which will be provided in the near future.

Wheat Ridge and West Metro Fire Protection Districts will be simultaneously filing motions with the court on Friday related to the election for dissolution/inclusion in October. Chief Lombardi, Chief Olme, Linda Glesne and Adele Reester met with the Assessor's office last week to discuss the logistics of the rebate provision in the IGA concerning the West Metro bond that will not be paid for by Wheat Ridge tax payers. At the request of the Assessor, we will have one district called "West Metro Mill" that everybody is assessed taxes on equally. A sub-district will be created called "West Metro Bond" that assesses only West Metro tax payers. Once set up, it will not be activated until after the election.

- G. Report of the President – President Pam Feely

None.

- H. Treasurer’s Report – Treasurer Cassie Stenstrom

1. March 2016 Financial Statements

**MOTION: It was moved by Cassie Stenstrom and seconded by Wendy Volmer to approve the March 2016 financial statements as presented. The motion was voted upon and carried.**

- I. Report of the Union – Lieutenant Mike Frainier

Lieutenant Frainier reported that the Wheat Ridge Firefighters Local 4881 has been dissolved into West Metro Firefighters Local 1309, and has been approved by the IAFF.

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

None.

## **VII. OLD BUSINESS**

- A. Promotion of Kent Grosse to the Rank of Captain – Fire Chief Don Lombardi

**MOTION: It was moved by Cassie Stenstrom and seconded by Marta Murray to promote Kent Grosse to the rank of captain effective March 26, 2016. The motion was voted upon and carried.**

- B. Promotion of Steve Kornegay, Sean Jewell, and Frederick Ihnken to the Rank of Captain – Fire Chief Don Lombardi

**MOTION: It was moved by Mike Munden and seconded by Marta Murray to promote Steve Kornegay, Sean Jewell, and Frederick Ihnken to the rank of captain effective April 15, 2016. The motion was voted upon and carried.**

- C. Promotion of Gabriel Jenkins and Chad Stodden to the Rank of Engineer – Fire Chief Don Lombardi

**MOTION: It was moved by Cassie Stenstrom and seconded by Mike Munden to promote Gabriel Jenkins and Chad Stodden to the rank of engineer effective April 15, 2016. The motion was voted upon and carried.**

- D. Community Outreach Navigation Network: Education & Collaboration Team (CONNECT) Demonstration Project MOU and HIPAA Business Associate Agreement – Fire Chief Don Lombardi

**MOTION: It was moved by Cassie Stenstrom and seconded by Marta Murray to approve the memorandum of understanding for the participation in and commitment to the statewide Colorado mobile integrated health demonstration project Community Outreach Navigation Network Education & Collaboration Team, and HIPAA Business Associate Agreement. The motion was voted upon and carried.**

- E. Purchase of a Type 3 Wildland Fire Engine – Fire Chief Don Lombardi

**MOTION: It was moved by Cassie Stenstrom and seconded by Marta Murray to approve the purchase of one Pierce Freightliner Type 3 Wildland Engine in the amount not to exceed \$325,000. The motion was voted upon and carried.**

- F. Adopt Organizational Chart – Fire Chief Don Lombardi

During discussion, Ms. Stenstrom asked that annual event, such as the Colorado Fallen Firefighter Memorial, be added to the agenda under announcements.

**MOTION: It was moved by Cassie Stenstrom and seconded by Wendy Volmer to adopt the 2016 Organizational Chart as presented, effective April 1, 2016. The motion was voted upon and carried.**

## VIII. NEW BUSINESS

- A. Request for Leave of Absence – Fire Chief Don Lombardi

**MOTION: It was moved by Cassie Stenstrom and seconded by Mike Munden to deny the request by Firefighter Ben Shultz for a leave of absence of up to one year in accordance with Administrative Procedure #1213. The motion was voted upon and carried.**

- B. First Responders Appreciation Days Proclamation – Fire Chief Don Lombardi

Vice President Moeder read the First Responders Appreciation Days Proclamation into the record:

“*WHEREAS*, the month of May contains Peace Officers’ Memorial Day, National Police Week and International Firefighter’s Day; and

*WHEREAS*, the members of first responder organizations undergo significant education, training, and personal sacrifice in order to achieve the expertise required to respond to emergency situations; and

*WHEREAS*, individuals, from 911 dispatchers, law enforcement, fire, emergency medical services, search and rescue, and other organizations in the public safety sector, come together as first responders to protect and aid the public in the event of an emergency; and

*WHEREAS*, every day first responders risk their own safety in the performance of their duties to protect our communities; and

*WHEREAS*, first responders are ready to respond 24 hours a day, seven days a week and are our first and best defense against emergencies that threaten our communities; and

*WHEREAS*, first responders are vital in every community to maintain safety and order in times of crisis.

*NOW, THEREFORE*, on behalf of the West Metro Fire Protection District and the citizens it serves, be it proclaimed that May 9 - 17, 2016, be declared as First Responders Appreciation Days.”

**MOTION: It was moved by Cassie Stenstrom and seconded by Mike Munden to accept the First Responders Appreciation Days Proclamation. The motion was voted upon and carried.**

## **IX. BOARD BRIEFS**

### **A. Approval to Surplus Equipment – Fire Chief Don Lombardi**

Chief Lombardi reviewed the request to surplus equipment, which will be brought to the board for approval at the June meeting.

## **X. OTHER MATTERS**

None.

## **XI. EXECUTIVE SESSION**

**MOTION: At approximately 8:15 p.m. it was moved by Cassie Stenstrom and seconded by Mike Munden to enter into an executive session pursuant to § 24-6-402(4)(e) for purposes of instructing negotiators concerning the MFTC property. The motion was voted upon and carried.**

**MOTION: At approximately 8:20 p.m. it was moved by Cassie Stenstrom and seconded by Wendy Volmer to resume the regular board meeting of the West Metro Fire Protection District. The motion was voted upon and carried.**

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

The board gave consensus for Chief Lombardi to continue negotiations regarding the MFTC property with Littleton Fire Rescue.

Chief Lombardi briefed the board regarding the lease agreement and service agreement with Minerva which will be brought to the board for approval at the June board meeting.

## **XII. ADJOURNMENT**

**MOTION: There being no further business to be presented it was moved by Cassie Stenstrom 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 8:23 p.m.

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