

RECORD OF PROCEEDINGS

West Metro Fire Protection District
Board of Directors Meeting
July 26, 2016

I. CALL TO ORDER

The special meeting of the West Metro Fire Protection District board of directors was called to order by President Pam Feely at 8:00 a.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 Kristina Moeder	Present
Secretary Wendy Volmer	Absent - Excused
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.; and, Ms. Mireya Donahue and Ms. Kim Brewer as recording secretaries.

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. PUBLIC HEARING TO CONSIDER A RESOLUTION TO CREATE SUBDISTRICT, WEST METRO FIRE PROTECTION DISTRICT – BOND

President Feely opened the public hearing to consider a resolution to create sub district, West Metro Fire Protection District – Sub District Bond. As nobody was present to address the board, President Feely closed the public hearing on the consideration of the resolution.

V. PUBLIC COMMENT

None.

VI. REVIEW OF MINUTES

MOTION: It was moved by Cassie Stenstrom and seconded by Marta Murray to approve the minutes of the regular meeting of the board of directors dated June 21, 2016, as presented. The motion was voted upon and carried.

VII. REPORTS

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

1. Budget Update

2017 budgets are being developed by the budget makers.

2. Finance Division Update

a. June 2016 Financial Statements

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

3. Accreditation Update

a. 4th Annual Compliance Report

The 4th Annual Compliance Report (ACR) was submitted earlier this month and we are awaiting approval.

b. Application for Reaccreditation

In conjunction with the submittal of the 4th ACR, West Metro has also submitted our application for reaccreditation in 2017.

B. Administration – Deputy Chief Mark Krapf

Electronic Report

C. Operations – Deputy Chief Scott Rogers

Chief Rogers reported that all crews were safe at the Lava Mountain wildfire and are expected to be there for two weeks.

West Metro is going to allow another brush truck to go out because the state has more requests than it has engines on the board. Our Type 6 engine is on the board and expected to go out at any moment.

D. Life Safety – Deputy Chief Bruce Kral

1. Electronic Report

2. 4th of July Update

There was only one fireworks-related incident on the 4th of July.

3. Fire Muster

The Fire Muster will be held Saturday, September 24th from 10:00 a.m. to 2:00 p.m.

4. Assisted Living Regulations

The Department of Public Health and Environment is looking again at the regulations for assisted living facilities. Chief Kral will be representing both State Chiefs and West Metro on this issue.

E. Other Matters

None.

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

Ms. Reester reported that the Court conducted a hearing earlier this month and through Court Order directed Wheat Ridge Fire Protection District to hold its dissolution election as planned. Everything for the October 4th Special Election is moving forward.

G. Report of the President – President Pam Feely

President Feely discussed the inconvenience and cost of having to cancel last week's meeting due to a lack of quorum and no prior notification from some board members that they would not be attending. Board members are required to RSVP in a timely manner via BoardPaq.

H. Treasurer's Report – Treasurer Cassie Stenstrom

1. May 2016 Financial Statements

MOTION: It was moved by Cassie Stenstrom and seconded by Marta Murray to approve the May 2016 financial statements as presented. The motion was voted upon and carried.

- I. Report of the Union – Lieutenant Mike Frainier

None.

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

Chief Lombardi reported on the meeting of July 14th. The Civil Service Committee has requested that the board consider advertising for two additional CSC members bringing the Committee back up to nine. Chief Lombardi asked for and received consensus to advertise, post and interview for two additional CSC members. The next Civil Service Committee meeting is scheduled for August 11, 2016.

VII. OLD BUSINESS

- A. 2016 Rocket Modem Purchase – Fire Chief Don Lombardi

MOTION: It was moved by Cassie Stenstrom and seconded by Kristina Moeder to approve the purchase of 50 Rocket modems in an amount not to exceed \$75,382.00, and to authorize Chief Lombardi to execute the agreements associated with the purchase. The motion was voted upon and carried.

- B. Resolution 2016-05 – A Resolution of the Board of Directors of the West Metro Fire Protection District to Set the Ballot Language on the Issue of Inclusion of Properties Currently within the Wheat Ridge Fire Protection District Boundaries – Fire Chief Don Lombardi

MOTION: It was moved by Mike Munden and seconded by Marta Murray to adopt and approve Resolution 2016-05 – A Resolution of the Board of Directors of the West Metro Fire Protection District to Set the Ballot Language on the Issue of Inclusion of Properties Currently within the Wheat Ridge Fire Protection District Boundaries. A roll call vote was taken and the motion passed unanimously.

- C. Resolution 2016-06 – A Resolution of the Board of Directors of the West Metro Fire Protection District Dividing the District into Two Areas for Allocation of the Levy of *Ad Valorem* Taxes upon the Dissolution of the Wheat Ridge Fire Protection District and Inclusion of its Properties – Fire Chief Don Lombardi

MOTION: It was moved by Cassie Stenstrom and seconded by Marta Murray to adopt Resolution 2016-06 - A Resolution of the Board of Directors of the West Metro Fire Protection District Dividing the District into Two Areas for Allocation of the Levy of *Ad Valorem* Taxes upon the Dissolution of the Wheat Ridge Fire Protection District and Inclusion of its Properties. The motion was voted upon and carried.

- D. Promotion of Aaron Baughn to the Rank of Engineer – Fire Chief Don Lombardi

MOTION: It was moved by Kristina Moeder and seconded by Cassie Stenstrom to promote Aaron Baughn to the rank of engineer effective July 1, 2016. The motion was voted upon and carried.

- E. Change to the Organizational Chart Adding EMS Quality Assurance Coordinator – Fire Chief Don Lombardi

MOTION: It was moved by Cassie Stenstrom and seconded by Kristina Moeder to approve the proposed change to the West Metro Fire Protection District Organization Chart adding an EMS quality assurance coordinator civilian position under the EMS division chief. The motion was voted upon and carried.

VIII. NEW BUSINESS

None.

IX. BOARD BRIEFS

- A. Resolution 2016-07 – A Resolution Adopting the Policy Statement for the Jefferson County Public Safety Fiber Optic Network – Fire Chief Don Lombardi

Chief Lombardi reviewed Resolution 2016-07 which will be brought to the board for adoption at the August meeting.

X. OTHER MATTERS

- A. Chief Lombardi reported that because the ballot language for the upcoming dissolution/inclusion election may cause voter confusion (both questions will be labeled “A,”) it is important that we hold an additional community meeting in late August, early September to help educate voters. Election judges will also be instructed at their September 15th training to make sure to point out to voters that there are two questions on the ballot that need to be voted on.

XI. EXECUTIVE SESSION

None.

XII. ADJOURNMENT

MOTION: There being no further business to be presented it was moved by Cassie Stenstrom and seconded by Kristina Moeder 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 9:04 a.m.

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