

RECORD OF PROCEEDINGS

West Metro Fire Protection District
Board of Directors Meeting
October 18, 2016

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 7:05 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 Kristina Moeder	Present
Secretary Wendy Volmer	Absent
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 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. PUBLIC COMMENT

None.

V. REVIEW OF MINUTES

MOTION: It was moved by Cassie Stenstrom and seconded by Mike Munden to approve the minutes of the regular meeting of the board of directors dated September 20, 2016, as presented. The motion was voted upon and carried.

VI. REPORTS

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

1. US&R Update

a. Administrative Readiness Evaluation – Captain Rod Tyus

Chief Lombardi distributed and reviewed the 2016 Task Force Administrative Readiness Evaluation for CO-TF1. The Task Force was rated on Operations Readiness, Logistics Readiness and Management Readiness for an overall rating of Fully Operational. In addition, CO-TF1 received a “best practice” for providing security, all weather covers for their Jon Boats. No other task force has done this.

2. Finance Division Update

a. September 2016 Financial Statements

Ms. Aragon distributed and reviewed the September 2016 financial statements which will be brought to the board for approval at the November meeting. She also demonstrated how to view the financials on OpenGov.

3. Accreditation Update

a. Strategic Plan Update

The Strategic Plan SPT will be at the December meeting to present the draft of the new Strategic Plan, which will be brought to the board for approval at the January meeting.

4. Wheat Ridge Update

The October 4th dissolution/inclusion election passed overwhelmingly. Both attorneys will file petitions with the court tomorrow to approve the dissolution/inclusion and ask that they be expedited and recorded by October 24th.

There will be a final Wheat Ridge board meeting on November 16th at 6:00 p.m., where they will recommend one of their board members for appointment to the West Metro board of directors.

B. Administration – Deputy Chief Mark Krapf

1. Electronic Report
2. Bond Projects and Capital Projects

Deputy Chief Mark Krapf distributed and reviewed the 2016 Capital Improvements Schedule.

- a. Purchase of ESO/EMS Records Management Software

MOTION: It was moved by Kristina Moeder and seconded by Cassie Stenstrom to allow staff to reallocate committed 2016 bond funds, which were previously identified as expenditure for SCBA projects, to be used for the purchase of ESO/EMS records management software, for an amount not to exceed \$49,000. The motion was voted upon and carried.

- b. Reallocation of Committed 2016 Capital Funds

MOTION: It was moved by Kristina Moeder and seconded by Cassie Stenstrom to allow staff to reallocate committed 2016 capital funds to be used to purchase capital items not identified on the approved 2016 Anticipated Capital Improvements Schedule. These funds will be used to purchase other capital needs identified in the proposed 2017 Capital Improvement Schedule in 2016. Expenditures not to exceed the committed 2016 capital funding of \$1,388,265. The motion was voted upon and carried.

C. Operations – Deputy Chief Scott Rogers

1. Electronic Report
2. EMSAC 2016 Dedication to Pediatric Care Award

We were recently notified West Metro has received the EMSAC 2016 Dedication to Pediatric Care Award through Children’s Hospital Colorado. This award is not just for our pediatric EMS, but for the programs we do in the schools, the car seat program, the juvenile fire setter program, and our long-term efforts in pediatric care.

D. Life Safety – Deputy Chief Bruce Kral

1. Electronic Report

2. Emergency Horn at Station 16

The emergency tornado warning horn at 38th and Upham is being moved to Station 16. Ms. Reester's office has been working on the agreement for maintenance, etc., with the city of Wheat Ridge which should be approved at their meeting next week.

E. Other Matters

1. Awards Program

The responsibility for West Metro's awards and recognition program is being taken over by Local 1309. Lieutenant Reed Norwood will be heading up the program and Kim Brewer will continue to offer administrative assistance. Awards will be given out at the union's annual holiday party in December every year, and promotions will be done in a timelier fashion at board meetings.

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

Cathy Tallerico will be attending the November board meeting in Ms. Reester's place.

Ms. Tallerico gave a new member orientation at last week's Civil Service Committee meeting as a refresher for current members and to bring new members up to speed.

G. Report of the President – President Pam Feely

Chief Lombardi provided the board with his accomplishments for 2016 and goals for 2017 to assist in his 2016 appraisal. The board would like to have an interactive question and answer session with Chief Lombardi at either the November or December meeting in lieu of the appraisal form used in the past.

H. Treasurer's Report – Treasurer Cassie Stenstrom

1. August 2016 Financial Statements

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

I. Report of the Union – Lieutenant Mike Frainier

Lt. Frainier invited the board to the union's annual holiday party tentatively scheduled for December 17th at Arrowhead Golf Club.

Local 1309 nominated Corey Rose, through the Colorado Professional Firefighters, to the IAFF, for an award for her series “Left in the Smoke,” which highlights the growing issue of cancer in the fire service. The IAFF awarded her the grand prize for best documentary in the United States and Canada.

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

Chief Lombardi reported on the October 13th Civil Service Committee meeting. The next meeting of the CSC is scheduled for November 10, 2016.

VII. OLD BUSINESS

- A. Approval of Director Districts Due to the Results of the Successful Dissolution/Inclusion Election – Fire Chief Don Lombardi

MOTION: It was moved by Kristina Moeder and seconded by Cassie Stenstrom to approve the director districts as presented in the Board of Directors’ District Map due to the results of the successful dissolution/inclusion election. The motion was voted upon and carried.

Mike Munden - opposed

VIII. NEW BUSINESS

- A. Request from the Civil Service Committee the Top Nine Names for the Rank of Lieutenant – Fire Chief Don Lombardi

Chief Lombardi requested from the board and was given consensus to request from the Civil Service Committee the top nine names from the eligibility register for the rank of lieutenant.

- B. 2017 Budget Presentation – Fire Chief Don Lombardi

Chief Lombardi gave a presentation on the 2017 budget. A budget hearing will be held at the November board meeting, and the budget will be brought to the board for approval at the December meeting.

IX. BOARD BRIEFS

- A. Staff Car Replacement Proposal

Chief Lombardi distributed and reviewed the Staff Car Replacement Proposal, which will be brought to the board for approval at the November meeting.

X. OTHER MATTERS

Chief Lombardi will be at the State Chiefs Conference Wednesday through Friday, and then out of state through the weekend. Chief Pfannenstiel will be acting fire chief Saturday and Sunday.

XI. EXECUTIVE SESSION

None.

XII. ADJOURNMENT

MOTION: There being no further business to be presented it was moved by Mike Munden and seconded by Cassie Stenstrom 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 8:41 p.m.

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