

RECORD OF PROCEEDINGS

West Metro Fire Protection District
Board of Directors Meeting
July 18, 2017

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	Present
Treasurer Cassie Tanner	Present
Director Kent Johnson	Present
Director Kristina Moeder	Present – via conference call
Director Mike Munden	Present

Also present were Fire Chief Don Lombardi; Deputy Chief Bruce Kral; Deputy Chief Mark Krapf; Deputy Chief Scott Rogers; Ms. Cathy Tallerico, Esq.; 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 Tanner and seconded by Marta Murray to approve the minutes of the regular meeting of the board of directors dated June 20, 2017, as presented. The motion was voted upon and carried.

VI. WHEAT RIDGE FIRE PROTECTION DISTRICT VOLUNTEER PENSION FUND BOARD MEETING

At approximately 7:03 p.m., the regular meeting of the board of directors of the West Metro Fire Protection District was recessed, and the regular meeting of the board of directors of the Wheat Ridge Fire Protection District Volunteer Pension Fund was called to order.

At approximately 7:15 p.m., the regular meeting of the board of directors of the Wheat Ridge Fire Protection District Volunteer Pension Fund was adjourned, and the regular meeting of the board of directors of the West Metro Fire Protection District was reconvened.

VII. REPORTS

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

1. Engineer Mike Freeman from South Metro Fire Rescue passed away due to an inoperable brain tumor after 42 years of service. Services will be held Friday at 11:00 a.m. at Church of the Nazarene. Tower 8 will be at the church and Engine 5 and staff will be in the procession.

2. US&R Update

The recent Strategic Meetings centered on funding and budget. There was a chance meeting with the new FEMA administrator, who is very supportive of US&R and is an emergency manager by trade. He will be a good advocate. Chief Lombardi, Captain Tyus and other members from US&R lobbied for funding. Even though the US&R bill passed and was separated from Homeland Security, it still has to be funded. The Offices for Management and Budgeting requested a funding level of \$27.5M. The House came back just yesterday and requested the normal funding level of \$35.5M. We'll see if this funding level remains as they go through the budget process.

3. Finance Division Update

- a. June 2017 Financial Statements

Ms. Aragon distributed and reviewed the June 2017 financial statements which will be brought to the board for approval at the August meeting.

4. Budget Update

Ms. Aragon held video conferences for all budget makers on all shifts, as well as three separate training sessions in order to prepare for zero-based budgeting. Budget makers have received their budget worksheets and the tools to work with.

Unofficial early projections are that we'll be up approximately 20% for property valuations. Gallagher kicks in with the residential assessment rate dropping down to 7.2%. Between 2017 and 2018, we'll be approximately \$8M ahead. Had Gallagher not gone into effect, revenue would have been approximately \$13.8M. We'll have a better idea of our revenue in August.

5. Accreditation Update

Tuesday, July 26th, Chief Lombardi, Chief Krapf, Chief Fey, Chief Pfannenstiel, Captain Parker, Kim Brewer, Pam Feely and Cassie Tanner will be in Charlotte, NC to sit before the Commission on Fire Accreditation International for reaccreditation. Chief Lombardi and Captain Parker will meet with Jerry Nulliner, our peer team lead Tuesday evening to go over their game plan. We're up for reaccreditation at 3:15 p.m. on Wednesday, July 27th. We have either completed or are in the process of completing all of the recommendations given by the peer team after their visit in May. We don't anticipate any hiccups or curveballs.

B. Administration – Deputy Chief Mark Krapf

1. Comprehensive Project Report – Electronic Report

a. Jeffcom Update

The build-out on the third floor for Jeffcom is going very well and is within the timeline. West Metro dispatchers are temporarily dispatching out of what used to be the IT suite, which will eventually be the surge for overflow calls in the future.

b. IGA for Shared Information Technologies Services and IT Service Level Agreement

Chief Krapf distributed and reviewed a draft IGA for Shared IT Services between West Metro and Jeffcom and a proposed IT Service Level Agreement which will be brought to the board for approval at the August meeting. There will be a need to hire an additional IT employee and a revised organizational chart will also be brought to the board for approval at the August meeting.

c. Jeffcom Lease Agreement

The Jeffcom lease agreement has been in the works for several months and is now in final form, which will be brought to the board for approval at the August meeting.

C. Operations – Deputy Chief Scott Rogers

1. Report of Recent Activities

a. Wildland Update

All wildland personnel and brush trucks are back from deployment.

b. Engine 10 Vehicle Accident

Engine 10 was involved in an accident yesterday at Kipling and Girton responding to a vehicle accident. The man who ran into Engine 10 was not injured, and was not transported.

D. Life Safety – Deputy Chief Bruce Kral

1. Electronic Report

2. 4th of July

There were 15 known fireworks-related incidents on the 4th of July. Six of the 15 responses were in Station 10's area. There were no lost homes or apartments and no reported injuries.

E. Other Matters

None.

F. Report of Legal Counsel – Cathy Tallerico, Esq.

None.

G. Report of the President – President Pam Feely

1. Lakewood Strategic Growth Initiative

President Feely reported on the Lakewood Strategic Growth Initiative which would limit the growth of residential buildings in Lakewood. The

citizens responsible for the initiative have until June 28th to obtain the necessary signatures to have the initiative added to the ballot in November. Chief Lombardi stressed the importance of the board weighing in on the initiative with Lakewood City Council. This issue will be added to the August agenda for discussion.

H. Treasurer's Report – Treasurer Cassie Tanner

1. May 2017 Financial Statements

MOTION: It was moved by Cassie Tanner and seconded by Marta Murray to approve the May 2017 financial statements as presented. The motion was voted upon and carried.

I. Report of the Union – Chief Don Lombardi

Chief Lombardi reported that Lieutenant Frainier was recently elected as president of the Colorado Professional Firefighters.

J. Report of Civil Service Committee – Secretary Wendy Volmer

Chief Lombardi reported on the July 13th CSC meeting. The next CSC meeting is scheduled for August 10, 2017.

VIII. OLD BUSINESS

A. Promote Drew Gaiser to the Rank of Captain – Fire Chief Don Lombardi

MOTION: It was moved by Wendy Volmer and seconded by Kent Johnson to promote Drew Gaiser to the rank of captain effective August 1, 2017. The motion was voted upon and carried.

B. Promote Stephen Sferra to the Rank of Lieutenant – Fire Chief Don Lombardi

MOTION: It was moved by Cassie Tanner and seconded by Marta Murray to promote Stephen Sferra to the rank of lieutenant effective August 1, 2017. The motion was voted upon and carried.

IX. NEW BUSINESS

A. Approve MOA with Lake Dillon Fire Protection District as a Participating Agency of Colorado Task Force One – Fire Chief Don Lombardi

MOTION: It was moved by Wendy Volmer and seconded by Mike Munden to approve and authorize signing of the Colorado Urban Search and Rescue

Participating Agency MOA with Lake Dillon Fire Protection District. The motion was voted upon and carried.

X. BOARD BRIEFS

None.

XI. OTHER MATTERS

Director Johnson was recently in Austin, Texas, where he ran into a firefighter from the Austin Fire Department. He noted their department works a 24/48 schedule and is currently down 118 firefighters. Director Johnson appreciates how hard West Metro works to remain fully staffed.

XII. EXECUTIVE SESSION

None.

XIII. ADJOURNMENT

MOTION: There being no further business to be presented the regular meeting of the West Metro Fire Protection District board of directors was adjourned.

The meeting adjourned at 8:10 p.m.

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