

RECORD OF PROCEEDINGS

West Metro Fire Protection District
Board of Directors Meeting
August 13, 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

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| 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 - arrived via conference call at 6:57 pm |
| Director Wendy Volmer | Present |

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 Jerry Cassel and seconded by Pam Feely to approve the minutes of the regular meeting of the board of directors dated July 16, 2019, as presented. The motion was voted upon and carried.

V. PROMOTIONS

A. Promote Scott Lefebvre to the Rank of Lieutenant and Tyler Jorgensen to the Rank of Engineer – Fire Chief Don Lombardi

MOTION: It was moved by Marta Murray and seconded by Pam Feely to promote Scott Lefebvre to the rank of lieutenant effective July 16, 2019, and Tyler Jorgensen to the rank of engineer effective August 15, 2019. The motion was voted upon and carried.

VI. OATH OF OFFICE FOR LIEUTENANT SCOTT LEFEBVRE AND ENGINEER TYLER JORGENSEN

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VII. PUBLIC COMMENT

None.

VIII. REPORTS

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

1. US&R Update

The administrative readiness evaluation (ARE) scheduled for July 30 and 31, 2019, will be rescheduled for September 24 and 25, 2019, due to the death of a FEMA staff member that would have been one of the leads.

2. Finance Division Update

a. Ms. Lore Nusser presented a 2019 GFOA Award for Excellence for Exceptionally Well Implemented GFOA Best Practice. West Metro was the only Colorado agency to receive this award out of over 20 applications, and over 20,000 members nation-wide, and will be recognized at the state GFOA convention in November 2019.

b. June 2019 Financial Statements

Ms. Aragon distributed and reviewed the June 2019 financial statements, which will be brought to the board for approval at the next meeting.

3. Budget Update

Discussion on methodology to account for changing residential assessment rate. Chief Lombardi will prepare a detailed presentation for the next meeting.

4. Accreditation Update

The ACR was accepted by the evaluator and he will make the same recommendation to the CFAI commissioners.

5. Strategic Plan Update

Chief Lombardi distributed the Strategic Work Plan in preparation for a future discussion on the Strategic Plan progress.

B. Administration – Deputy Chief Mark Krapf

1. New Recruit Hiring

The current hiring list will expire with the current fire academy. Chief Rogers has recommended the next academy occur in the fall of 2020. The Recruit Candidate Selection committee is preparing for the upcoming hiring process, and is considering opening up the applications during the month of October 2019, for an extended period of time. The written exam is scheduled for February 29, 2020, with the physical ability tests beginning February 29, 2020, through March 4, 2020. Oral boards are projected for April 1, 2020 through April 10, 2020.

Chief Lombardi added that the recruitment efforts will involve staffing a booth at the annual EMS Conference in November.

C. Operations – Deputy Chief Scott Rogers

1. Review of Recent Activities

Due to higher than average moisture levels this season, wildfire incidents are down. There has been a surge in water rescue incidents due to the high run-off and standing water.

D. Life Safety – Deputy Chief Bruce Kral

1. Comprehensive Project Report – Electronic Report

Chief Kral congratulated Ms. Feely on her appointment to the Colorado Fire Commission.

The Town of Morrison voted to adopt the 2015 edition of the International Fire Code with the West Metro amendments.

E. Other Matters

Chief Lombardi will attend the Redmond Health and Safety Symposium in Nashville, August 18-22, 2019.

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

The litigation update will occur in executive session.

The 2019 legislative session summer update was distributed to board members via email.

G. Report of the President – President Cassie Tanner

None.

H. Treasurer's Report – Treasurer Mike Feeley

1. May 2019 Financial Statements

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

I. Report of the Union – Firefighter Mike Mulcahy

The 33rd IAFF Fallen Fire Fighter Memorial service will be held September 21, 2019, in Colorado Springs. Firefighter Aaron Lybarger will be added to the Wall of Honor. Local 1309 will host a barbeque immediately following the memorial ceremony. West Metro board members, employees, families, and friends are encouraged to attend.

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 August 8, 2019 Civil Service Committee meeting. The next meeting is scheduled for September 12, 2019.

IX. OLD BUSINESS

- A. Resolution 2019-02 – A Resolution Adopting the Use of Electronic Meeting Notices Consistent with HB 2019-1087 – Fire Chief Don Lombardi

MOTION: It was moved by Marta Murray and seconded by Pam Feely to approve Resolution 2019-02, A Resolution of the Board of Directors of the West Metro Fire Protection District Adopting the Use of Electronic Meeting Notices Consistent with HB 2019-1087. The motion was voted upon and carried.

- B. Instructional Agreement between Red Rocks Community College and West Metro Fire Protection District – Fire Chief Don Lombardi

MOTION: It was moved by Marta Murray and seconded by Pam Feely 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.

- C. Agreement for Shared Radio Specialist Services – Deputy Chief Mark Krapf

MOTION: It was moved by Marta Murray and seconded by Pam Feely to approve the agreement between the city of Wheat Ridge and West Metro Fire Protection District for Shared Radio Specialist Services. The motion was voted upon and carried.

X. NEW BUSINESS

- A. Leave of Absence Request by Firefighter Don Dority – Fire Chief Don Lombardi

MOTION: It was moved by Pam Feely and seconded by Jerry Cassel to deny the leave of absence request by Firefighter Don Dority. The motion was voted upon and carried.

XI. BOARD BRIEFS

- A. Ambulance Rate Increase – Fire Chief Don Lombardi

Chief Lombardi discussed the proposed ambulance rate increase, which will be brought to the board for approval at the next meeting.

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

Ms. Aragon reviewed the request for capital lease payment for Tower Truck L-06 and Engine P-72, which will be brought to the board for approval at the next meeting.

XII. OTHER MATTERS

Chief Lombardi will participate in a quarterly advisory board panel called PATH, as a representative of pre-hospital and fire-based EMS.

XIII. EXECUTIVE SESSION

MOTION: At approximately 7:46 p.m., it was moved by Pam Feely and seconded by Jerry Cassel to enter into an executive session pursuant to § 24-6-402(4)(B) CRS for purposes of legal advice for the health trust litigation update. The motion was voted upon and carried.

MOTION: At approximately 8:00 p.m., it was moved by Marta Murray 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.

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

XIV. ADJOURNMENT

MOTION: There being no further business to be presented it was moved by Jerry Cassel 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 8:01 p.m.

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