

**MINUTES
BOARD OF DIRECTORS REGULAR MEETING
NORTH METRO FIRE RESCUE DISTRICT
CONDUCTED ELECTRONICALLY**

Date: September 15, 2020

BOARD MEMBERS PRESENT:

Richard Miller, President
Peter Billera, Vice President
Tim Long, Treasurer
Jenni Murphy, Secretary
Robert Nielsen, Asst. Secretary

STAFF PRESENT:

David Ramos, Fire Chief
David Anderson, Deputy Chief, Support Services
Lisa Willis, Chief Financial Officer
Steve Gosselin, Division Chief, Fire Prevention
Eileen Gomez, Human Resources Manager
Sara Farris, Public Information Officer

LEGAL COUNSEL:

Dino Ross

A. Call to Order

President Miller called the Board of Directors meeting to order at 4:00 p.m.

B. Additions/Deletions to Agenda

Chief Ramos asked to move Item G(9) , a presentation regarding a new North Area EMS Education Group to F(2), and add Item F(3), COVID-19 serology study.

A MOTION WAS MADE BY DIRECTOR MURPHY AND SECONDED BY DIRECTOR NIELSEN TO ACCEPT THE POSTED AGENDA WITH THE SUGGESTED CHANGES. THE MOTION PASSED UNANIMOUSLY.

C. Public Comment (Agenda Items Only)

None.

D. Public Meeting

1. Landowner Petition for Exclusion

President Miller opened the Public Meeting. Attorney Ross explained that the Special District Act allows for property to be excluded from a Special District. Tonight, there is a landowner petition to consider. This property was previously annexed to the City of Thornton, which has a municipal fire department. This exclusion would prevent duplication of emergency services and taxation. The statute requires that the landowners submit a notarized petition for exclusion to the District. The landowner deposited \$1,500 with the District to cover all costs associated with the exclusion

action. The statute requires a public hearing on the landowner petition for exclusion. The public is invited to comment on the exclusion. The public hearing notice was published in the Denver Post and duly posted on the District's website, along with instructions for joining the electronic meeting. Attorney Ross stated for the record that neither District Staff nor Legal Counsel have received any comments prior to this hearing.

2. Public Comment

None.

President Miller closed the public meeting.

E. Action Item

1. A MOTION WAS MADE BY DIRECTOR NIELSEN AND SECONDED BY DIRECTOR BILLERA TO APPROVE RESOLUTION #NM20-007 AND RELATED CERTIFIED ORDER AUTHORIZING THE EXCLUSION OF REAL TERRITORY FROM NORTH METRO FIRE RESCUE DISTRICT. THE MOTION PASSED UNANIMOUSLY.

F. Presentations

1. Colorado Task Force 1, Urban Search and Rescue Hurricane Deployment

Captain Matt O'Leary discussed his recent deployment to Louisiana with Colorado Task Force 1, a FEMA initiative. He began by reviewing the five North Metro firefighters who are on the team and their specialties, including Argus, the search and rescue dog. Four North Metro firefighters joined the 79-person task force to travel to Louisiana. The task force visited homes to assess structural damage and the condition of homes. Some residents were suspicious of federal workers so the task force members were accompanied by armed federal agents. The task force also provided generator education. On their drive home, they stopped in Oklahoma City to visit the Oklahoma City National Memorial, located where the Alfred P. Murrah Federal Building once stood. Upon their return to Colorado, everyone on the team received a COVID-19 test.

Director Nielsen asked about the vehicles that were damaged in the traffic accidents along the way. Capt. O'Leary noted that one box truck was totaled, and the 18-wheelers were repairable and brought back to Colorado. Director Nielsen asked about the finances of this deployment. Capt. O'Leary replied that this is federally funded through FEMA, which pays the wages of the firefighters and backfill, as well as overtime.

Director Murphy asked how long the task force can be deployed and how long in between deployments. Capt. O'Leary replied that the deployment can last 14 days, and they prefer 48 hours between deployments. But this can depend on urgency and necessity. This recent deployment was eight days. The sponsoring agency does support the families of task force members while the task force is away.

2. North Area EMS Education Group

Capt. Mark Daugherty announced that North Metro Fire is collaborating with other north area fire departments to provide state certified continuing education by and between these departments.

The program provided by this education group will enable the District and neighboring fire agencies to deliver a higher quality and quantity of standardized training to the area's firefighters.

The EMS State Medical Director will oversee the education provided by the four participating departments: Thornton, Greater Brighton Fire Protection District, South Adams County Fire Protection District and North Metro Fire Rescue District. This program will allow for easier recertification. The District will also be able to issue continuing education hours to outside partners such as police departments or even citizens. The program will provide for someone within the District to sign off on recertification for EMT and Paramedic. The program will also affect EMS training at the North Area Fire Academy, to allow individuals to earn continuing education hours. It will be easy to add other local fire departments to the education group, such as Westminster Fire Department, who is looking to join next month. There is also a growth opportunity to expand from an education "group" to an education "center".

Director Murphy stated that she liked the collaboration.

Director Long asked about the organization of the education group. Capt. Daugherty noted that the terms "group" and "center" are from the Colorado Department of Public Health and Environment (CDPHE). Capt. Daugherty noted there is no IGA outside of the application. The liability falls on the medical directors of each entity.

Director Billera asked how the collaboration ties into potential future consolidation of fire departments and if it's related to accreditation. Capt. Daugherty stated that it's not a requirement of accreditation. There have been discussions in the past about working under a single medical director in the north area. This education group will bridge that gap and enable joint training. Director Billera asked if the individual fire department medical protocols are similar. Capt. Daugherty replied that the local fire departments use the Denver Metro protocol, and most agencies have system-specific protocols that provide individualized direction to an agency based on the needs and skills of the particular fire department. In the case of North Metro Fire, there are system-specific directions for the use of medications and the mechanical ventilator that differ from Westminster Fire Department and Thornton Fire Department. This education group will open dialogues about how each department handles medical situations.

Director Long asked about forming an education center. Capt. Daugherty replied that this would be further down the road, but it is an opportunity which would provide flexibility for the District and other area departments.

President Miller complimented Capt. Daugherty on accomplishing this collaboration.

3. COVID-19 Serology Study

Capt. Daugherty gave a brief update on the District's participation in a University of Colorado study which is looking at the incidence of COVID-19 in first responders and administrative staff. A significant number of regional partners are participating. Forty-four employees have agreed to participate, which involves a blood draw three times over six months. The study is specifically looking for COVID-19 antibodies, asymptomatic spread and the durability of the antibodies. The District will learn the rate of employees presumed to have had COVID-19.

G. Staff Reports

1. PIO Report

PIO Farris shared clips from recent incidents, including the brush fire in Boulder County. There was also coverage of the 9/11 Memorial Ceremony and wildland deployments. There is currently a crew at the Red Salmon Complex Fire in northern California. The District assisted on a fire at an historic barn in Westminster. Fill the Boot for the Muscular Dystrophy Association was different this year, and the money raised was less than normal. Upcoming events include Fire Prevention Week activities.

Director Long asked if the District is prepared for potential protesters at the Training Center. Chief Ramos replied that the District is planning for these types of possible incidents. Law enforcement would take the lead in removing people if necessary.

Chief Anderson added that the north area operations chiefs have been working on civil unrest procedures.

2. August 31, 2020, YTD Financial Statements – General Fund

CFO Willis reviewed the financial statements for the month ending August 31, 2020. She noted that the District had received \$400,000 in COVID-19 grant revenue.

Director Long asked if the District will exceed its revenue projection. CFO Willis replied that because of COVID-19 grants and the Adams County Fire Protection District (Adams County Fire) fleet agreement, the District will receive more revenue than anticipated.

CFO Willis noted that Emergency Services overtime is increasing but there will be some reimbursement for wildland deployments. Unanticipated repairs are high for 2020.

Director Long noted that operating expenses are trending lower than anticipated. CFO Willis responded that there are expense accounts that will be over budget, like the Adams County Fire fleet expenses and COVID-19 expenses, but other accounts will be lower, like training and travel expenses. CFO Willis estimates that it's possible to be under budget in general expenses for the year.

Director Murphy asked about the CARES Act money and whether the District will be able to use the entire grant. CFO Willis stated that she would discuss that under the next topic.

3. COVID-19 Update

CFO Willis reviewed a chart with an overview of the grants the District had received, including three distributions from the CARES Act. She noted that the District had to undergo a single audit last year for Medicaid supplemental reimbursement and will have to have an audit again this year for these CARES Act grants in addition to the Medicaid supplemental reimbursement. She has been working on documentation for the various grants and the single audit. To answer Director Murphy's question, she anticipates that the District will be able to spend all of the grant funds it has been allocated for COVID-19 response.

Director Long asked if the auditor would increase his fees for this additional audit. CFO Willis responded that she assumes the fee would increase appropriately for the extra work.

President Miller asked if other staff were helping her with this project. CFO Willis replied that Accounting Clerk Jinger Hill had helped with documentation for the single audit.

Capt. Riley reviewed current trends in COVID-19 cases. The personal protective equipment (PPE) supply chain for the District is in good shape. He recommended that everyone should get a flu shot. He noted that the COVID-19 vaccine may be available to first responders in November 2020. He has a plan to internally distribute and vaccinate the entire department and families in a day or two once vaccines are available.

Director Murphy noted that the City of Northglenn is using its CARES Act grant to offer free COVID-19 rapid result nasal swab antigen tests. She asked about the accuracy of this test. Capt. Riley responded that this test is 90% accurate. He commended the City of Northglenn for offering these tests.

Director Long noted that Capt. Riley is assuming that all North Metro Fire employees and family will accept the COVID-19 vaccine. He wondered how the District will handle employees who decline the vaccine. Chief Ramos replied that the District is strongly encouraging flu vaccine and anticipates the same for COVID-19 vaccine. He noted that flu shots were available at headquarters this week for all employees.

Capt. Riley noted that during the H1N1 pandemic, 100% of employees and their families lined up to receive that vaccine. He added that first responders are typically first in line to receive the vaccine. He had included all staff and Board members to receive the vaccine.

4. 2021 Budget Process

Chief Ramos outlined the budget process in his Chief's Report. He asked the Board if they had any changes to the process that was followed last year.

Director Nielsen is happy with the process. Director Long agreed and applauded the footnotes.

5. ARFF Purchase

Chief Ramos noted that a used Air Rescue Firefighting (ARFF) apparatus for Station 65 is in the 2020 Capital Improvements budget. The current 1986 ARFF has reached the end of its useful life. The District is looking for a low mileage used ARFF. The Fleet Manager and Station 65 Captain Reyes are in South Carolina this week inspecting a 2002 ARFF apparatus. Chief Ramos had included a purchase agreement for the unit, with a price not to exceed \$400,000, in the Board packet. The contract price is \$375,000, which includes the inspection trip and transport to Colorado.

Director Murphy asked how the ARFF would be transported from South Carolina to Colorado. Chief Ramos replied that it would be shipped on a flatbed truck.

Director Murphy asked how much a brand new ARFF would cost. Chief Ramos replied that a new ARFF costs \$1.2 to \$1.4 million.

Chief Ramos recommends approval of the Action Item to purchase the ARFF.

6. Station 62 Remodel

Chief Ramos shared a spreadsheet of the costs of purchasing two trailers for crews to live in during construction. He compared purchase price to rental price. He estimates that the trailers could be sold for as much as 80% of initial market price. The double wide trailer will also be used during the construction project at Station 61.

Director Nielsen asked about the timing of the construction projects. He was concerned that the Station 63 project took longer than expected, and he hoped that would not be a problem for the sharing of the trailers. Chief Ramos feels good about the timeline and expects the Station 62 project to be completed on time in March 2021. The Station 61 project will commence in March or April 2021.

Director Murphy asked where the trailers would be located during the Station 61 construction. Chief Ramos replied that the temporary living quarters would be located on the west side of headquarters by the parking lot. Engine 61 will be housed in the tent that was used at Station 63. At Station 62, the vehicles will remain in the bays as they are not part of the construction. The trailers will be located on the east side of the station.

Chief Anderson noted that the contract for Station 62 with Taylor Kohrs was signed today. The start date is projected for the last week of September. The Battalion Chief will be moved to Station 64. Chief Anderson showed some pre-construction photos of Station 62, including some mold found in the compressor room that wasn't part of the original project. Director Long asked if he anticipated any more discoveries like this. Chief Anderson declined to guess.

Chief Anderson noted that Taylor Kohrs will have 185 days to complete the project once they officially begin, ending at about March 1. The Station 61 project is set to begin in March or April 2021.

7. Station 61 Rebuild

Chief Anderson shared some potential art murals for the east side of Station 61. These will be presented to the Broomfield Public Art Committee on October 14 for a courtesy showing.

Director Nielsen sensed that the City Council was expecting art, not a photograph. He wondered if the District had contemplated a digital screen, where the photo could change. Director Long liked this idea. President Miller suggested an advance phone call with Cheryl German, the coordinator for the Public Art Committee. Chief Anderson replied that he has been working with Ms. German already.

Director Nielsen asked who would install the tent for the engine at headquarters. Chief Anderson replied that the plan is to use a subject matter expert from the company to consult on how to put it

together. Firefighters with construction and technical rescue experience will be able to construct the tent. The tent will be affixed to the slab.

President Miller asked when the concrete slab would be poured. Chief Anderson responded that he is still working through the necessary steps, including determining which surface will be utilized since the slab will be removed at the end of the project.

8. Engineer Promotions

Chief Ramos announced that two outstanding individuals were recently promoted to Engineer: Chris O’Leary and Caleb Larson. As with the lieutenants, there will be a social distancing badge pinning event on the apron of the station with families in the near future.

H. Action Items (continued)

2. A MOTION TO APPROVE THE CONSENT CALENDAR WAS MADE BY DIRECTOR NIELSEN AND SECONDED BY DIRECTOR MURPHY. THE MOTION PASSED UNANIMOUSLY.
 - a) Approval of accounts payable checks 50227 through 50355 and online Bill Pay 2020-56 through 2020-62 for a net total of \$512,544.66.
 - b) Approval of minutes from the August 18, 2020 regular district board meeting.

3. A MOTION TO AUTHORIZE THE FIRE CHIEF TO SIGN A PURCHASE AGREEMENT WITH COMPANY TWO FIRE FOR THE PURCHASE OF A 2002 OSHKOSH STRIKER 1500 (ARFF) FOR A NOT-TO-EXCEED AMOUNT OF \$400,000 WAS MADE BY DIRECTOR LONG AND SECONDED BY DIRECTOR NIELSEN. THE MOTION PASSED UNANIMOUSLY.

Director Nielsen asked about Company Two Fire. Chief Ramos noted that this company specializes in reselling fire apparatus.

I. Attorneys’ Report

Attorney Ross stated that he had prepared a written report to the Board, included in the Board packet. He had worked on the paperwork for the exclusion, the purchase agreement for two Pierce engines and the ARFF. He also prepared an amendment for the Clayton Homes purchase agreement. He is working with Chief Staff on an alternative medical director agreement. He is also working on amendments to the clinical affiliation agreement.

Director Long applauds the pursuit of a more robust agreement with St. Anthony’s Hospital for medical direction. He asked about the Station 62 construction contract that was not signed by Taylor Kohrs in November 2019. Attorney Ross replied that this gave the District an opportunity to look at the terms and tweak the document to the District’s benefit.

Attorney Ross discussed House Bill 20-1017, which requires fire stations to accept controlled substances. The regional branch of the U.S. Department of Justice (DOJ) that represents the Drug Enforcement Agency (DEA) has asserted that this law violates regulations established by the DOJ for the handling of controlled substances. According to the DOJ, fire department personnel cannot accept controlled substances. He stated that he understands the Colorado State Fire Chiefs and the the Special District Association are working on proposals to present to the Colorado Legislature in 2021, to correct this problem. Attorney Ross stated that fire departments have been put in the untenable position of having to choose between violating federal law or state law. Faced with this choice, Attorney Ross recommends following federal law and refusing to accept the controlled substance, even though it would mean violating the new state law. He recommends directing citizens to the police department to dispose of their controlled substances.

President Miller asked if this is how Chief Ramos plans to interpret this law. Chief Ramos agreed that North Metro firefighters should not accept controlled substances at the fire stations, pending receipt of more information and guidance.

Director Billera asked if Attorney Ross is recommending that the firefighters not accept any controlled substance and not be asked to decide on the spot. Attorney Ross replied that firefighters should turn down any drugs that patients or others are attempting to surrender under the state law.

J. Public Comment

David Feineman, Skystone resident, noted that the Rocky Mountain Metropolitan Airport is very close to the City and County of Broomfield. He thinks funding the new ARFF is a good idea. He asked about the mold behind the compressor at Station 62 and whether there were any health concerns for the air packs that were filled with this air. Chief Ramos replied that this mold was sealed behind the wall, and that the compressor air was filtered. There were no exposure problems until the wall was opened up. He thinks this was a low risk of past contamination. The new compressor model has a better system of air intake. Chief Anderson added that there is extensive testing of the air in the bottles. There have been no incidences of contaminated air from this compressor as a result of the mold found behind the wall.

Mr. Feineman pointed out that the photographs for Station 61 had West Adams County Fire Protection District's name on it. He wondered if this would remain on the wall art.

He asked about a line item that was more than 1,000% over budget. He also noticed an overage for a folder machine.

Ashley Witkovich, City Council representative from Northglenn, is excited about a Diversity, Inclusivity, and Social Equity Board for the City. Members of this board would be appointed on September 28. The City of Northglenn is still accepting applications for the Business is Back recovery grant until September 30. The City is offering COVID testing on Wednesdays, paid for with CARES Act funds.

K. Directors' Reports

Director Long complimented CFO Willis' work on the CARES Act. He enjoyed the reports from the deployment to Louisiana and the 9News story on the District's wildland deployments.

Director Nielsen asked about COVID-19 testing in Broomfield. PIO Farris replied that this testing is offered at the Health and Human Services building on Tuesdays for people with symptoms.

Director Murphy enjoyed the presentations by Captains O'Leary and Daugherty.

President Miller looks forward to hearing staff presentations on the 2021 budget.

L. Executive Session

A MOTION WAS MADE BY DIRECTOR BILLERA AND SECONDED BY DIRECTOR NIELSEN TO GO INTO EXECUTIVE SESSION AT 7:20 P.M. PURSUANT TO CRS 24-6-402(4)(b) AND (e) TO RECEIVE ADVICE OF LEGAL COUNSEL REGARDING UNION NEGOTIATION MATTERS. THE MOTION PASSED UNANIMOUSLY.

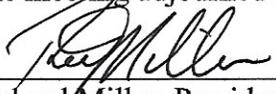
Attorney Ross certified for the record that Executive Session will constitute privileged attorney-client communications and will not be recorded.

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M. Recess/Adjournment

A MOTION TO ADJOURN THE MEETING WAS MADE BY DIRECTOR MURPHY AND SECONDED BY DIRECTOR BILLERA. THE MOTION PASSED UNANIMOUSLY.

The meeting adjourned at 7:45 p.m.



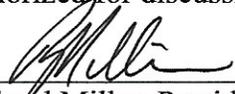
Richard Miller, President

Jenni Murphy, Secretary

I hereby attest that the information communicated during the Executive Session, which was not recorded, constituted privileged attorney-client communications.

Dino Ross, Esq.

I hereby attest that the Executive Session, which was not recorded, was confined to the topics authorized for discussion in Executive Session pursuant to C.R.S. §24-6-402(4)(b) and (e).



Richard Miller, President

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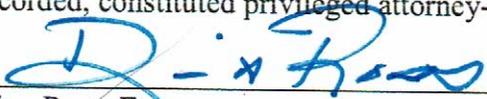
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