

**MINUTES
BOARD OF DIRECTORS REGULAR MEETING
NORTH METRO FIRE RESCUE DISTRICT
ADMINISTRATIVE HEADQUARTERS
101 SPADER WAY, BROOMFIELD, CO 80020**

The meeting was held in-person and electronically. Information regarding public participation in the meeting was posted on the District’s website at least 24-hours in advance.

Date: July 20, 2021

BOARD MEMBERS PRESENT:

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

STAFF PRESENT:

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

EXCUSED:

Peter Billera, Vice President

LEGAL COUNSEL:

Dino Ross

A. Call to Order

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

B. Pledge of Allegiance – Led by Director Murphy

C. Additions/Deletions to Agenda

Chief Ramos added some items to the Executive Session.

A MOTION WAS MADE BY DIRECTOR NIELSEN AND SECONDED BY DIRECTOR LONG TO ACCEPT THE AMENDED AGENDA. THE MOTION PASSED UNANIMOUSLY.

A MOTION TO EXCUSE THE ABSENCE OF DIRECTOR BILLERA FROM THE BOARD MEETING WAS MADE BY DIRECTOR LONG AND SECONDED BY DIRECTOR NIELSEN. THE MOTION PASSED UNANIMOUSLY.

D. Public Comment (Agenda Items Only)

None.

E. Recess to Old Hire Paid Pension Board of Trustees Meeting

President Long convened the Old Hire Paid Pension Board of Trustees meeting. The Trustees conducted their business as reflected in the Old Hire Paid Pension Board of Trustees meeting minutes.

The Old Hire Paid Pension Board of Trustees meeting was adjourned, and the District Board continued its meeting.

F. Convene as Community Foundation Board

President Miller convened the Community Foundation (“Foundation”) Board meeting. The Foundation conducted its business as reflected in the Foundation Board meeting minutes.

The Foundation Board meeting was adjourned, and the District Board continued its meeting.

G. Presentations

1. Recognition of 2021 promotions

Chief Ramos introduced employees who were promoted during the COVID-19 pandemic and who were not able to be sworn in during a Board meeting.

Chris Reyes – promoted to Battalion Chief on January 1, 2021

Randy Delaney – promoted to SAM Lieutenant on January 1, 2021

Todd Field – promoted to Lieutenant on January 1, 2021

Kyle Petau – promoted to Lieutenant on January 1, 2021

Caleb Larson – promoted to Engineer on January 1, 2021

Jeremy Leadem – promoted to Engineer on January 1, 2021

The Board congratulated the promoted employees.

H. Staff Reports

1. Public Information Officer Presentation

PIO Farris shared recent media exposures, including the recent Mass Casualty Incident training. The District was mentioned in an article about wildland firefighters being sent to the Muddy Slide Fire near Steamboat and also in an article about fireworks. There was also a story about the 9/11 Memorial Ceremony, seeking personal stories for a living memorial. There was a fire at the recycling plant in Broomfield. PIO Farris mentioned upcoming community events such as the Full Moon bike rides, National Night Out in both Northglenn and Broomfield, Rocky Mountain Car Show, and 9/11 Memorial events.

Director Murphy thanked the District for their participation with the bike events in Northglenn.

2. Planned Events to Remember the 20th Anniversary of 9/11

PIO Farris noted that this is the 20th Anniversary of the attacks on 9/11. On September 8, the District will host a 9/11 documentary screening, which includes interviews with the Faughnan

family. The ceremony will be on Saturday, September 11 at 9:00 a.m. PIO Farris is also working on a living memorial that would live on the District's website. Director Murphy stated that she appreciates PIO Farris' work with the Veterans Museum and her work to honor 9/11 memories.

3. June 30, 2021 YTD Financial Statements – All Funds

Chief Financial Officer Willis reviewed financial statements for the quarter ending June 30, 2021. Both specific ownership tax and TIF revenue are above projection for half of the year. She noted that Emergency Services overtime was quite high in June due to injuries and paramedic school.

Director Long asked about fuel costs. CFO Willis replied that so far this account is under budget for the year. President Miller asked where the District purchases fuel. CFO Willis replied that the District employees purchase fuel from gas stations with a fuel card that helps the District track mileage. The District can also obtain fuel from the airport and the City of Northglenn when necessary.

CFO Willis reviewed the other funds for the District. President Miller asked about dash cameras in the Capital Improvements budget. Chief Bybee replied that he is still looking at different models to install in all emergency response vehicles by the end of the year. Director Long asked about accounts with zero balances compared to accounts that are over budget such as the SCBA line item. CFO Willis replied that this fund carries over items from year-to-year. This fund will not be over budget as the Station 61 construction project is in this budget but will not be spent entirely in 2021. CFO Willis is preparing to make the final payment and retainage for the construction project at Station 62.

Director Long asked if the sewer line for Station 66 would be completed in 2021. Chief Anderson replied that this is still planned to be completed.

CFO Willis shared a chart that projected property tax revenue if Initiative 27 passes.

4. Hiring for 2021 Firefighter Academy

Chief Ramos notified the Board that the District had given 12 conditional job offers to candidates, with a start date of August 2, 2021. This group includes six paramedics. He plans to send three more firefighters to paramedic school next year, which the Board will consider in the 2022 Proposed Budget.

5. Auto Aid IGA with Lafayette Fire

Chief Ramos noted that the Board would consider an Automatic Aid agreement between Lafayette Fire Department and North Metro Fire. This is substantially the same as previous neighbor agreements. This is the last of the adjacent surrounding agencies. Attorney Ross authored the agreement.

6. Station 61 Rebuild

Chief Anderson advised the Board that the contract for construction of the temporary site has been signed. The mobile home and tent structure will be installed next to headquarters. He is looking to move the firefighters in October before asbestos removal begins. Demolition would begin in November.

Chief Anderson shared new renderings of the potential brick art mural. President Miller

recommended following up with Director Billera who was absent as he had previously expressed interest in this art project.

Chief Ramos replied that he would speak with Director Billera for input regarding the proposed art work.

7. Station 62 Remodel

Chief Anderson noted that there are a few warranty and punch list items to complete at Station 62. He is still researching details regarding the back parking lot renovation. He invited the Board to tour the station in early August. The Board decided to wait until early September due to scheduling conflicts. The public grand opening is not yet scheduled. The trailers still need to be moved, and the rear parking lot is not yet renovated.

8. News and Other Project Updates

Chief Ramos updated the Board on the CAD-to-CAD project, which continues to undergo Functional Acceptance Testing. Broomfield should begin testing in September. He hopes to meet the deadline to be live by the end of the year.

Chief Ramos advised the Board that the SDA conference will take place in Keystone in September but also has a virtual option. Director Long and his wife would like to attend in person. President Miller is checking his calendar. Directors Nielsen and Murphy are not able to attend this year. Ms. Brown will reserve accommodations and conference registration.

Chief Ramos invited the Board to attend the retirement celebration of Lt. Eulberg, Lt. Mills and Captain Pelster on August 4. Lt. Mills' walk off ceremony will take place on August 15 at Station 67.

Chief Ramos informed the Board that he will not be in town on September 21 for the Board meeting. President Miller replied that the Board is comfortable with Chief Bybee running the Board meeting in the Chief's absence.

I. Action Items

1. A MOTION TO APPROVE THE CONSENT CALENDAR WAS MADE BY DIRECTOR MURPHY AND SECONDED BY DIRECTOR NIELSEN. THE MOTION PASSED UNANIMOUSLY.
 - a) Approval of accounts payable checks 51601 through 51743 and online Bill Pay 2021-51 through 2021-59 and 2021-62 for a net total of \$649,432.80. Voided checks: 51693 and 51694.
 - b) Approval of minutes from the June 15, 2021 regular District Board meeting.
2. A MOTION TO APPROVE INTERGOVERNMENTAL AGREEMENT FOR EMERGENCY SERVICES AUTOMATIC AID WITH LAFAYETTE FIRE DEPARTMENT WAS MADE BY DIRECTOR LONG AND SECONDED BY DIRECTOR NIELSEN. THE MOTION PASSED UNANIMOUSLY.

J. Attorneys' Report

Attorney Ross stated that he had submitted a written report. He had worked on the Automatic Aid Agreement with Lafayette Fire Department. He had worked on the temporary site agreement for Station 61. He had drafted an amendment for the asbestos removal contract. He had provided a legal advisement which explained that Governor Polis' July 8 Executive Order, which rescinded the prior COVID-related Executive Orders, did not terminate the Statewide Declaration of Disaster Emergency.

President Miller asked about whether the Governor had signed all the bills of interest that had passed the legislature. Attorney Ross replied that the Governor had signed all of the bills that were discussed last month.

K. Public Comment

Ms. Ashley Witkovich, City Councilperson from Northglenn, thanked PIO Farris for plugging events in Northglenn. She thanked Chiefs Ramos, Gosselin and Daugherty for presenting to Northglenn City Council in June. She hopes to make this a regular event. The City of Northglenn terminated its local COVID-19 Emergency Declaration and will resume in-person Council meetings starting July 26.

L. Directors' Reports

Director Murphy enjoyed seeing the promoted employees.

Director Long complimented CFO Willis on her presentation. He was moved by the quality of the promoted employees. He enjoyed the camaraderie of the firefighters.

Director Nielsen also enjoyed the promotion presentations. He noted that there are upcoming Broomfield Urban Renewal Authority (BURA) meetings that he will be attending.

President Miller was uplifted by the quality of personnel in the department. He had discussed the overtime issue with staff. He had encouraged the hiring of new recruits to address this issue.

Director Long asked Chief Ramos to share some of his speech to the golfers at the Rotary Police and Fire golf tournament. Chief Ramos noted that he thanked supporters since they have raised more than \$250,000 to support firefighters and police officers who are sick or injured. It's comforting to know there is support when it's needed.

M. Executive Session

A MOTION WAS MADE BY DIRECTOR MURPHY AND SECONDED BY DIRECTOR LONG TO GO INTO EXECUTIVE SESSION AT 6:26 P.M. PURSUANT TO C.R.S. § 24-6-402(4)(b) AND (f) TO RECEIVE ADVICE OF LEGAL COUNSEL ON TWO PERSONNEL MATTERS AND THE STATE PROSECUTION OF DAVID SCHAFFER. THE MOTION PASSED UNANIMOUSLY.

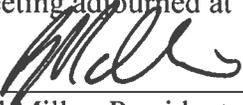
Attorney Ross certified for the record that Executive Session will constitute privileged attorney-client communications and will not be recorded.

A MOTION WAS MADE BY DIRECTOR MURPHY AND SECONDED BY DIRECTOR NIELSEN TO COME OUT OF EXECUTIVE SESSION AT 6:59 P.M. THE MOTION PASSED UNANIMOUSLY.

N. Recess/Adjournment

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

The meeting adjourned at 7:03 p.m.

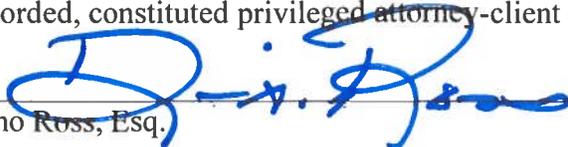


Richard Miller, President



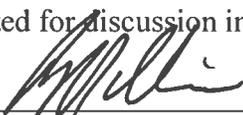
Jenni Murphy, Secretary

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 (f).



Richard Miller, President