

**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: October 19, 2021

BOARD MEMBERS PRESENT:

Richard Miller, President
Tim Long, Treasurer
Jenni Murphy, Secretary
Peter Billera, Vice President
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
Mark Daugherty, EMS Chief
Eileen Gomez, HR Manager

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 Nielsen

C. Additions/Deletions to Agenda

Chief Ramos requested the deletion of the Public Information Office Presentation as PIO Farris is out of town at a PIO conference.

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

D. Public Comment (Agenda Items Only)

None.

E. Presentations

1. Introduce Deb Duran, Receptionist

Executive Administrative Assistant Brown introduced Deb Duran to the Board. Ms. Duran is a retired paramedic who had helped part-time while the District searched for a new receptionist. She

then expressed interest in applying for the job. Ms. Brown was thrilled to have Ms. Duran join the team once again. The Board welcomed Ms. Duran back to North Metro Fire.

2. Oath of Office for Lieutenant Nick Ammon

Chief Ramos introduced Nick Ammon who was recently promoted to the position of Lieutenant. Lt. Ammon provides excellent customer service. He has stepped up to help with ImageTrend software. He has been elected by his peers to represent them in collective bargaining. Chief Ramos administered the oath of office to Lt. Ammon. Lt. Ammon's wife, Dawn, pinned his badge on him.

3. Life Scan Wellness/Fit for Duty

Chief Anderson reviewed the medical and fitness evaluations and a budget request for 2022. Several firefighters approached management recommending Life Scan Wellness (Life Scan). Two firefighters had personal experience with the program while working as firefighters in Florida earlier in their career.

Director Murphy asked if the District had considered paying for scans for retirees or offering them at a low cost. Chief Anderson noted that at the beginning, only current firefighters will be scanned, but the District is considering offering the program to all employees, families and retirees at a future date, hopefully with some cost subsidy from the District.

Firefighter Brian Hahn discussed his personal experience with Life Scan. He explained that Unfit for Duty usually comes from the stress test. The Cancer Committee supports offering this new test. Life Scan won't prevent cancer, but it can provide early recognition. He feels this is a comprehensive physical that would benefit North Metro Fire's firefighters.

Director Long asked if there was a physician referral after the scan for follow up. Firefighter Hahn replied that firefighters were encouraged to follow up with specialists within their insurance plan. Director Long asked about how many blood tests were performed. Firefighter Hahn replied that it is a full panel of blood work.

Engineer Alberto Lopez also shared his personal experience with Life Scan and discussed the many benefits he experienced through the process.

President Miller noted that the health of employees is high on the Board's priorities. He appreciated the employees bringing this forward. Director Billera complimented all involved with this program. He stated it is a "proverbial no-brainer".

Chief Ramos added that the District will begin this program this year. Life Scan will examine 90 firefighters before Christmas and more next year. There was already money in the budget to conduct physicals.

Director Murphy asked again about scanning retirees. She thinks this would be a gift to them. Chief Ramos agreed to look into this with Life Scan. The cost is \$650 per person. He would like to offer this to Admin employees and would look at the retiree group as well. He would seek further direction from the Board in the near future.

Director Long asked if this is mandatory for all firefighters. Chief Anderson confirmed that the exam would be mandatory.

F. Staff Reports

1. September 30, 2021 YTD Financial Statements – All Funds

Chief Financial Officer (CFO) Willis reviewed financial statements for the month ending September 30, 2021. She noted that Tax Increment Financing (TIF) revenue was over budget. Total revenue is 101% of budget. Unanticipated Repairs and Replacement is over budget. Director Billera asked about Wildland Fire Per Diem. CFO Willis replied that this per diem is paid to firefighters while they are on a wildland fire deployment. This is offset by Wildland revenue. The Per Diem account also includes hotel, fuel and equipment cost in addition to actual per diem.

Director Long asked if he should be worried that expenses are higher than revenue so far. CFO Willis explained that the expenses include the interfund transfer to Capital Improvements Fund.

CFO Willis advised the Board that she would bring the new investment advisor to the February Board meeting to report on the year-end investment results.

CFO Willis reviewed the Capital Improvements Fund and discussed 2021 purchases. The line items for bunker gear and air packs are over budget as well as the Knox box program. Director Long asked about the temporary housing for Station 61. CFO Willis stated that this project is not yet complete. The one remaining expense is the paving in the rear of Station 62, which should be complete in a few weeks.

Sewer lines at Station 66 and Training have been moved to 2022. She noted that the phone system was over budget in 2021. Director Billera asked if there would be savings in the future for the phone system. Chief Ramos replied that the phone hardware was replaced in 2021, and the system now lives in the cloud (virtually), which requires annual upkeep. Overall cost is a wash over a 10-year period.

CFO Willis noted that the Board had received an email on October 15 with the first draft of the proposed 2022 budget. The Board would receive their budget books before the next Board meeting.

2. Station 61 Construction Project Update

Chief Anderson notified the Board that the engine company of Station 61 is now residing next to headquarters in a trailer. Asbestos removal at the station should be completed by tomorrow. Chiefs Ramos, Bybee and Anderson were planning to visit the neighbors of Station 61 to inform them of the upcoming construction details. They will also discuss the planned fence, to be built adjacent to some of the houses. The demolition is scheduled for November 10. There will be extensive civil work under the property first. The total construction project is estimated to take a year. There are supply chain issues in the construction industry; however, engaging Golden Triangle early will hopefully ensure a smooth process.

Director Billera liked the flyer, and he asked about the distribution of the flyer. Chief Anderson noted that this would be posted on the website and distributed to neighbors. Chief Ramos also noted that the District would pay for an ad in the Broomfield Enterprise to update the community.

Director Billera asked if the construction prices were locked in. Chief Anderson confirmed that the District had signed a guaranteed maximum price contract with Golden Triangle. Attorney Ross added that there is no built-in escalator for increases in material costs. That risk is assumed by the general contractor. Chief Anderson discussed the fencing around the project which will feature some photos and notifications.

3. Proposed 2022 Board Meeting Calendar

Chief Ramos notified the Board that the proposed 2022 Board meeting calendar was included in the Board packet. He asked the Board to look at their personal schedules and bring input back to the next Board meeting. President Miller noted that he might have a conflict for the May Board meeting.

4. News and Other Project Updates

Chief Ramos noted that he is working on securing a site near the Rocky Mountain Metropolitan Airport for a new station. Jefferson County needs more time to solidify their construction plans before choosing a site for North Metro Fire. He is meeting with airport staff this week. He notified the Board that things like architectural work will appear in the 2022 budget. He will discuss this further in Executive Session as it relates to negotiations.

Chief Ramos updated the Board on the CAD-to-CAD project. Functional Acceptance Testing went well between ADCOM and the Cities of Westminster and Thornton. The project is moving into upgrading to the concurrent versions in the production environment with hopes of going live before the end of this year. The City of Broomfield is about to begin testing. Chief Ramos is hopeful this will be completed and functional by the end of the year.

G. Action Items

1. A MOTION TO APPROVE THE CONSENT CALENDAR WAS MADE BY DIRECTOR NIELSEN AND SECONDED BY DIRECTOR LONG. THE MOTION PASSED UNANIMOUSLY.
 - a) Approval of accounts payable checks 52075 through 52225 and online Bill Pay 2021-77 through 2021-84 for a net total of \$681,143.53.
 - b) Approval of minutes from the September 21, 2021 regular district board meeting.

H. Attorneys' Report

Attorney Ross stated that he worked on an omnibus budget resolution which will cover the District's usual multitude of resolutions to approve the budget. He assisted Chief Staff with a first draft of the potential contract with the new medical directors. He stated that he would be looking for direction from the Board on this topic in Executive Session. He assisted Chief Staff with the newspaper posting for the asphalt project at Station 62, and revised the contract for the chosen provider.

I. Public Comment

Mr. David Feineman, resident of Skyestone neighborhood, recommended that the District could post information on Station 61 on the Broomfield Voice website. He thought the Life Scan program was fantastic and impressive. He would be interested in an update next quarter. He wondered if multiple fire departments went in together, would there be a cost savings. Chief Ramos replied that the Life Scan program has matured over time and is cost effective at this time. Thornton Fire Department will be participating in the program at the same time, but the price will not change.

Ms. Ashley Witkovich, City Council person from Northglenn, enjoyed the 9/11 Memorial Ceremony and enjoyed learning about the Northglenn connection to the memorial. She announced a homelessness task force listening session and Safe Street Halloween. She reminded everyone to vote in their local election.

J. Directors' Reports

Director Murphy congratulated Lt. Ammon on his promotion. She thinks the Life Scan program will be amazing. She would like to invite retired line personnel to participate. She was happy to learn the CAD-to-CAD will launch soon. She had attended the bicycle rodeo recently in Northglenn. She thanked North Metro Fire for their participation. She had recently toured FutureForward at Bollman, a new Adams 12 school which is providing training for future firefighters. She is hoping that the District can hire alumni from this program in the future.

Director Billera thinks the Life Scan program will be amazing. He is enjoying seeing progress around the District.

Director Long is in support of the Life Scan program. He would like to see more about the standards, blood work panel and physician referral program. He noted that the District is on track financially. He thinks the ad about Station 61 should assure citizens that resources and services will remain the same during construction. He congratulated the District on receiving a pandemic partner award from the City of Northglenn.

Director Nielsen had used the ambulance transport services recently and thanked Station 66 for their service. He stated that he had recently attended a BURA meeting, but had no information to provide to the Board at this time.

President Miller had stopped by the temporary Station 61. He enjoyed the promotion ceremony. He was happy to see that firefighters had brought the Life Scan program to management.

K. Executive Session

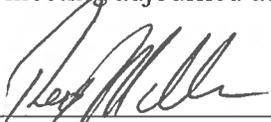
A MOTION WAS MADE BY DIRECTOR BILLERA AND SECONDED BY DIRECTOR MURPHY TO GO INTO EXECUTIVE SESSION AT 6:13 P.M. PURSUANT TO C.R.S. § 24-6-402(4)(a),(e) AND (f) TO DISCUSS NEGOTIATIONS SURROUNDING THE SAFER GRANT, NEGOTIATIONS OF A POTENTIAL CONTRACT WITH THE NEW MEDICAL DIRECTOR, STATION 68 LAND ACQUISITION AND THREE CONFIDENTIAL PERSONNEL MATTERS. THE MOTION PASSED UNANIMOUSLY.

A MOTION WAS MADE BY DIRECTOR NIELSEN AND SECONDED BY DIRECTOR MURPHY TO COME OUT OF EXECUTIVE SESSION AT 7:29 P.M. THE MOTION PASSED UNANIMOUSLY.

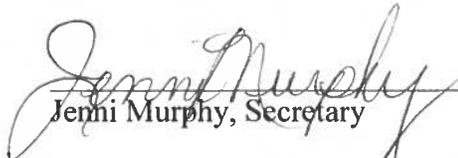
L. Recess/Adjournment

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

The meeting adjourned at 7:32 p.m.

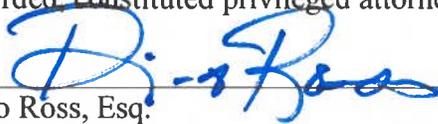


Richard Miller, President



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 was confined to the topics authorized for discussion in Executive Session pursuant to C.R.S. §24-6-402(4) (a),(e) and (f).



Richard Miller, President