

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

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

Date: January 18, 2022

**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  
Ross Riley, Emergency Manager  
Sara Farris, Public Information Officer  
Amy Collins, Human Resources 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 – Skipped Due to Electronic Meeting**

**C. Additions/Deletions to Agenda**

None.

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

Director Miller apologized to the public that the meeting was changed to a virtual platform due to COVID.

**D. Public Comment (Agenda Items Only)**

None.

## **E. Staff Reports**

### **1. Marshall Fire Response**

Chief Dave Ramos noted that North Metro Fire responded with a great deal of resources to the Marshall Fire on December 30, 2021. The fire was in Boulder County, and command was handled by Boulder County.

Chief Jeff Bybee gave a high-level description of the District's involvement in fighting the Marshall Fire. This fire was unprecedented in scope and ferocity, fueled by drought conditions and unrelenting winds. It consumed homes and businesses at a rate that made command, control and communications particularly challenging. North Metro Fire's crews worked in ad hoc groups, with crews from other departments. There was no personal injury or loss of apparatus for the District.

The District committed a significant amount of resources to the fire: six engines, one truck, two brush trucks, five medic units, five battalion chiefs, Fleet personnel and senior staff. There were 95 District personnel involved over the 22-hour firefight. Chief Bybee reviewed initial financial impacts. Since the fire was elevated to the federal level, hopefully there will be reimbursable funds.

Chief Mark Daugherty reviewed his involvement on the day of the fire. He shared photos of the fire that he encountered. Chief Daugherty's first stop was at Avista Adventist Hospital where there was significant smoke, and evacuation was being discussed. Chief Daugherty assisted with evacuation of the entire hospital, including four NICU babies. He was able to make use of the transport ventilators in the District's medic units. Chief Daugherty also helped at Good Samaritan Medical Center with their evacuation due to heavy smoke.

Chief Matt O'Leary described his activities at the Marshall Fire.

Chief Daugherty stated that he was proud of the professionalism and the cooperative effort of all involved in the hospital evacuations.

Director Nielsen asked how much fuel was in the mobile fuel truck. Chief Bybee replied that there are 175 gallons in the mobile fuel truck. Broomfield also supplied extra fuel to this vehicle. Director Nielsen asked if the brush truck was useful in this incident. Chief O'Leary replied that these brush trucks were used heavily as they had mobile water to extinguish fire. Director Nielsen asked about pine trees close to homes. Chief O'Leary agreed that these did contribute to the fires.

Director Billera was impressed by the humility of Chiefs Daugherty and O'Leary. He congratulated them and the firefighters on the front line as well as the support folks. He had seen a post on Next Door about future education about keeping sources of fuel away from homes.

Director Murphy noted that firefighters' families must have been worried. She remarked that pets make a family's life full and are important. She was pleased that the District had the right equipment and excellent trained personnel.

President Miller is proud of the bravery of the District personnel.

President Miller was aware of communication issues for outside agencies. He would like to learn more about this in the future after the final briefing.

President Miller asked about water pressure during the fire. Chief O'Leary replied that there were water pressure issues as the system was taxed.

## 2. PIO Presentation

PIO Farris plans to work with Fire Prevention specialists on an educational program on risk mitigation. She will also do interviews with firefighters to capture the District's involvement in the Marshall Fire.

PIO Farris reviewed recent media exposures including a windstorm that caused a trampoline to damage power lines. She also shared that, following the Marshall Fire, there were media interviews with several District employees.

PIO Farris reviewed her role during the Marshall Fire in the Joint Information Center. She relied on previous FEMA training.

PIO Farris promised to send a link to the Board of a new draft recruitment video she is working on.

## 3. Introduce Drs. Roosa and Foster

Chief Daugherty introduced Doctors Jason Roosa and Colleen Foster, who began working with the District on November 1, 2021 as the District's physician advisors. Dr. Roosa thanked the Board for letting him join the team. He is an Emergency Room physician, based at Lutheran Medical Center and Good Samaritan Medical Center. He works with a few other fire departments in the area.

Dr. Foster is an emergency physician. She has an interest in education and adult learning. She has worked at Good Samaritan Medical Center. She is excited to be part of the team.

Chief Daugherty thanked the Board for their support of this change.

Director Long thinks the new physician advisors are fantastic.

Director Murphy wishes she could have met them in person. She is glad they are part of the team.

Director Billera thanked the physicians for being there. He is excited for the future of EMS at North Metro Fire.

President Miller asked the physicians to come back later in the year when the Board is meeting in person for an update.

## 4. COVID-19 Update

Chief Ramos shared that the District has had an increase in COVID-19 positive cases among staff.

Captain Ross Riley reviewed statistics for the COVID-19 virus in the State of Colorado.

Chief Daugherty noted that the District has had 50 employees test positive for COVID-19 over the past 30 days. This is affecting the ability of the District to operate. Based on new CDC guidelines, the District is bringing employees back to work earlier in a tiered fashion. The District has enhanced mask wearing to a surgical mask for all employees at work.

Director Murphy asked about sick leave for employees who test positive for COVID-19. Chief Ramos replied that if an employee is COVID-19 positive and misses work, they are not charged sick leave. He encourages employees to stay home if they have symptoms. The additional accrual banks help cover this time off to protect others.

5. May 2022 Board of Directors Election

Chief Ramos noted that Directors Billera and Miller are up for re-election in May 2022. Later in the meeting, the Board will consider a Resolution calling for the election and appointing Heather Brown as Designated Election Official and Lisa Willis as Alternate Designated Election Official.

Ms. Brown informed the Board that the election for two Board members will take place on May 3, 2022. The deadline to submit a self-nomination form is February 25. The District will purchase new ballot tabulators this year.

Director Nielsen clarified that this election is for a three-year term. Director Nielsen asked about polling place locations. Ms. Brown confirmed that the resolution includes three polling locations: Headquarters, Station 62 and Station 64. The challenge is availability of election judges. Staff may recommend a reduction in the number of polling locations, if appropriate.

6. Purchase Agreement for Two New Engines

Chief Bybee noted that the purchase of these engines had been discussed during the budget process: one engine for Station 68 and another to replace Engine 63 due to frame rail rust issues. There was a substantial price increase over the last engines the District purchased, a 7.7% increase over the 2020 price. The production schedule is 18-20 months.

Director Long asked if these engines were in the 2022 approved budget. Chief Bybee confirmed the engines were approved in the budget.

7. Ratify Motions from Emergency Board Meeting on December 31, 2021

Chief Ramos asked the Board to ratify the motions approved during the Emergency Board meeting last month. One motion addressed emergency spending for the Marshall Fire. The Board also approved adding accruals to employees' sick bank for the COVID-19 pandemic. He thanked the Board for consideration of ratifying these previously approved motions.

8. News and Other Project Updates

Chief Ramos informed the Board that the estimated go-live date for CAD-to-CAD is April 5 with ADCOM, Thornton and Westminster. The agencies are still working out bugs with the Broomfield dispatch connection.

**F. Action Items**

1. A MOTION TO APPROVE THE CONSENT CALENDAR WAS MADE BY DIRECTOR LONG AND SECONDED BY DIRECTOR NIELSEN. THE MOTION PASSED UNANIMOUSLY.
  - a) Approval of accounts payable checks 52498 through 52670 and online Bill Pay 2021-101 through 2021-104 and 2022-01 through 2022-05 for a net total of \$703,056.83. Voided checks: 52501, 52502, 52503, 52504, 52505, 52506, 52507, 52508, 52509 and 52546.
  - b) Approval of minutes from the November 16, 2021 regular District Board meeting.
  - c) Approval of minutes from the November 30, 2021 regular District Board meeting.
  - d) Approval of minutes from the December 14, 2021 regular District Board meeting.
  - e) Approval of minutes from the December 31, 2021 emergency District Board meeting.
2. A MOTION TO APPROVE RESOLUTION #NM22-001 APPOINTING HEATHER BROWN AS DESIGNATED ELECTION OFFICIAL, LISA WILLIS AS ALTERNATE DESIGNATED ELECTION OFFICIAL; AND FURTHER AUTHORIZING DESIGNATED ELECTION OFFICIAL TO CANCEL ELECTION; AND HEREBY DESIGNATING THAT A POLLING PLACE ELECTION WILL BE HELD ON MAY 3, 2022; AND FURTHER DESIGNATES FIRE DISTRICT HEADQUARTERS, 101 SPADER WAY, BROOMFIELD, CO THE OFFICIAL POLLING PLACE FOR RECEIPT OF ABSENTEE BALLOTS WAS MADE BY DIRECTOR MURPHY AND SECONDED BY DIRECTOR NIELSEN. THE MOTION PASSED UNANIMOUSLY.
3. A MOTION TO AUTHORIZE THE FIRE CHIEF TO SIGN A PURCHASE AGREEMENT WITH PIERCE MANUFACTURING FOR THE PURCHASE OF TWO PIERCE FIRE ENGINES FOR A NOT TO EXCEED AMOUNT OF \$1,575,000 WAS MADE BY DIRECTOR MURPHY AND SECONDED BY DIRECTOR BILLERA. THE MOTION PASSED UNANIMOUSLY.
4. A MOTION TO RATIFY THE MOTIONS ADOPTED BY THE BOARD OF DIRECTORS AT AN EMERGENCY MEETING HELD ON DECEMBER 31, 2021 WAS MADE BY DIRECTOR LONG AND SECONDED BY DIRECTOR NIELSEN. THE MOTION PASSED UNANIMOUSLY.

**G. Attorneys' Report**

Attorney Ross had provided a written report to the Board. He had prepared the apparatus purchase agreement, which is similar to the ambulance purchase agreement previously approved by the Board. He had been researching the history of the communications tower at Station 64. He had

fully completed the Westminster exclusions as well as the exclusion of the City Creek property in Thornton. He will work with the District on its Records Management Manual for approval by the Board and State Archivist. He also discussed the 2021 retainer analysis provided to the Board as part of his written Attorneys' Report. This analysis addresses the retainer fees paid to his firm for legal services.

#### **H. Public Comment**

Ms. Ashley Witkovich, council member from Northglenn, appreciated the thorough presentation on the Marshall Fire. She notified the Board that she will no longer be the liaison to the District. She has enjoyed attending meetings over the past two years. She will be replaced by council member Becky Brown.

Mr. David Feineman from Skyestone neighborhood noted that his neighborhood was under mandatory evacuation during the Marshall Fire even though the fire did not reach his neighborhood. He would recommend education on citizen engagement including CodeRed alerting and mandatory evacuation. Mr. Feineman appreciated the update on CAD-to-CAD. He thanked the District for the efforts at the Marshall Fire.

Chief Ramos replied that he would bring Mr. Feineman's concerns to an upcoming meeting with the City and County of Broomfield where they are evaluating risk of wild grass in the District and discussing mitigation options. He will meet similarly with Adams County in the near future. He clarified that North Metro Fire did not order the evacuation of the Skyestone neighborhood.

#### **I. Directors' Reports**

Director Long reiterated how grateful he is to have new medical directors onboard.

Director Nielsen asked who covered the District while its firefighters were fighting the Marshall Fire. Chief Ramos replied that he called back off-duty firefighters to cover the District and worked with auto aid partners to also cover the District. He complimented the Battalion Chiefs who managed that call back to cover the District, fight the fire and cover relief of fatigued firefighters.

Director Murphy thanked the entire North Metro Fire family before, during and after the Marshall Fire. She appreciated the first email update from Chief Bybee.

#### **J. Executive Session**

A MOTION WAS MADE BY DIRECTOR BILLERA AND SECONDED BY DIRECTOR MURPHY TO GO INTO EXECUTIVE SESSION AT 7:04 P.M. PURSUANT TO C.R.S. § 24-6-402(4) (b) AND (e) TO RECEIVE ADVICE OF LEGAL COUNSEL REGARDING UPCOMING UNION NEGOTIATIONS. THE MOTION PASSED UNANIMOUSLY.

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

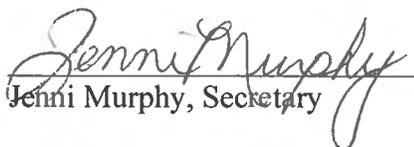
A MOTION WAS MADE BY DIRECTOR NIELSEN AND SECONDED BY DIRECTOR BILLERA TO COME OUT OF EXECUTIVE SESSION AT 7:31 P.M. THE MOTION PASSED UNANIMOUSLY.

**K. Recess/Adjournment**

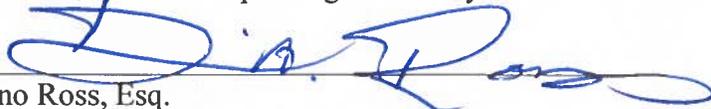
A MOTION TO ADJOURN THE MEETING WAS MADE BY DIRECTOR LONG AND SECONDED BY DIRECTOR MURPHY. THE MOTION PASSED UNANIMOUSLY.

The meeting adjourned at 7:33 p.m.

  
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Richard Miller, President

  
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Jenni Murphy, Secretary

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

  
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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) (b) and (e).

  
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Richard Miller, President