

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

Date: June 21, 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  
Lisa Willis, Chief Financial Officer  
Amy Collins, Human Resources Manager  
Steve Gosselin, Division Chief, Fire Prevention

**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 by Director Murphy**

**C. Additions/Deletions to Agenda**

Attorney Ross requested that Action Item number 2, motion to approve Resolution #22-004, be amended to include approval of the Certified Order for Exclusion.

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

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

None.

**E. Public Meeting on Landowner Petition for Exclusion**

Attorney Ross explained that HT Parterre Land LP, a Landowner in the City of Thornton, had petitioned the District to exclude one parcel that was annexed to the City earlier this year. The Board is required to hold a public meeting according to Statute. There was no public comment.

Attorney Ross noted that notice of the public meeting was published once in a newspaper with general circulation in the District. Neither Chief Staff nor legal counsel had received any public comments.

President Miller closed the public meeting.

**F. Presentation**

1. December 31, 2021, Audit Report – Feis & Company, P.C.

Director Long noted that the auditors had performed a superb job on the audit this year. The format was substantially different in order to be included in the Annual Comprehensive Financial Report (ACFR). He thanked all that were involved.

Director Long introduced Bob Feis and Jim Pauley from Feis & Company who presented the District's 2021 Audit.

Mr. Feis described this year's audit as an expanded audit that included historical information as well as provided information of future plans. He complimented CFO Willis and her staff on their preparation for the audit. Mr. Feis expressed an unqualified opinion on the financial statements, and this opinion is included in the Annual Comprehensive Financial Report. This is the highest level of opinion that can be given by an independent external auditor.

He reviewed a summary of financial highlights. Director Long noted that the District is well positioned for the future but some challenges are coming with capital purchases.

**G. Staff Reports**

1. PIO Presentation

PIO Farris was not present due to an incident in the District.

2. May 31, 2022, YTD Financial Statements – General Fund

CFO Willis asked if there were any questions on the May 31, 2022 financial statements. There were none.

3. Station 61 Construction Project Update

CFO Willis reviewed the year-to-date construction costs for the Station 61 rebuild.

Chief Anderson reviewed the change order request log for the project. There were changes necessary for the sanitary and storm sewer line.

Gary Cahill, owner's representative from Dunakilly, reviewed the change order process. Construction began November 10. There were old utilities on the site in unforeseen condition. He anticipates very few additional changes besides the site work currently in process. He noted that the District is in good shape with the contingency.

Director Long thanked Mr. Cahill for his project management.

4. 2022 Fire Academy Graduation

Chief Ramos invited the Board to attend the Fire Academy graduation on July 14 at Parsons Theatre in Northglenn. North Metro Fire rookies will undergo North Metro Fire specific training, an EMS academy and car seat certification after the formal academy graduation.

5. Resuscitation Academy

Skipped due to Chief Daugherty's absence due to an incident in the District. He would deliver this presentation next month.

6. News and Other Project Updates

Chief Ramos discussed the CAD-to-CAD project, and he announced that Westminster Fire Department is now connected to the hub.

Chief Ramos invited the Board to Chief Hanlon's walk off and retirement party. Chief Hanlon had wanted to attend the Board meeting but had an emergency. He had wanted to thank the Board for the addition of Medigap insurance.

**H. Action Items**

1. A MOTION TO APPROVE THE CONSENT CALENDAR WAS MADE BY DIRECTOR MURPHY AND SECONDED BY DIRECTOR LONG. THE MOTION PASSED UNANIMOUSLY.
  - a) Approval of accounts payable checks 53249 through 53405 and online Bill Pay 2022-44 through 2022-52 for a net total of \$675,436.67.
  - b) Approval of minutes from the May 17, 2022 regular district board meeting.
2. A MOTION TO APPROVE RESOLUTION #NM22-004 AND CERTIFIED ORDER FOR THE EXCLUSION OF LAND FROM THE DISTRICT WAS MADE BY DIRECTOR NIELSEN AND SECONDED BY DIRECTOR LONG. THE MOTION PASSED UNANIMOUSLY.
3. A MOTION TO ACCEPT THE FIRE DISTRICT'S 2021 AUDIT REPORT, AS SUBMITTED BY FEIS & COMPANY, P.C. WAS MADE BY DIRECTOR LONG AND SECONDED BY DIRECTOR MILLER. THE MOTION PASSED UNANIMOUSLY.

**I. Attorneys' Report**

Attorney Ross had provided a written report to the Board. Attorney Ross would prepare the pleadings to file with District Court to complete the property exclusion. He had recently updated the District's Ride-Along Release of Liability.

Director Miller asked about how often the District receives ride along requests. PIO Farris would answer that question next month.

Director Nielsen asked about HIPAA liability for ride along participants. Attorney Ross replied that the Release of Liability form covers HIPAA requirements and obligation of confidentiality.

Attorney Ross gave an introduction to the Colorado Family and Medical Leave Insurance Program (FAMLI), which would start providing benefits to employees beginning January 1, 2024. The FAMLI program will ensure all Colorado workers have access to paid leave in order to take care of themselves or their family during life circumstances that pull them away from their jobs – like growing their family or taking care of a loved one with a serious health condition. The District has the ability to opt out of the program.

Attorney Ross offered to share a summary of the FAMLI program with the Board. Chief Ramos plans to work with Local 2203 to discuss whether the District will opt in or opt out of this program. Larger government agencies will probably opt out since there are enough benefits to cover this leave.

**J. Public Comment**

None.

**K. Directors' Reports**

Director Murphy enjoyed the grand re-opening of Station 62. She also enjoyed the audit review which showed that the financials match the District's mission.

Director Billera enjoyed the Station 62 event and the beautiful parking lot. He complimented CFO Willis and her staff on the audit.

Director Long recognized the stewardship of District resources. He also enjoyed the Station 62 event.

Director Nielsen remembered that Chief Hanlon had received the International Association of Fire Chiefs' Ben Franklin Award for Valor in 2012 for a fire in Northglenn.

Director Nielsen asked when the sewer line project would commence at Station 66. Chief Anderson replied that this has been postponed until September to complete this with road work.

Director Nielsen asked about the potential of adding Boulder County to the CAD-to-CAD hub. Chief Ramos replied that he had met with Boulder County communication centers to explore this idea. He noted that Weld County/Mountain View Fire may also be interested in joining.

President Miller noted that the current financial stability is a result of efforts in the past, including the mill levy election. He complimented Director Murphy for pointing out the need for a new parking lot at Station 62.

**L. Executive Session**

A MOTION WAS MADE BY DIRECTOR BILLERA AND SECONDED BY DIRECTOR MURPHY TO GO INTO EXECUTIVE SESSION TO DISCUSS AN ACADEMY PERSONNEL MATTER AND TO RECEIVE ADVICE OF LEGAL COUNSEL ON BOARD GOVERNANCE MATTERS PURSUANT TO C.R.S. 24-6-402(4)(B) AND (F). THE MOTION PASSED UNANIMOUSLY.

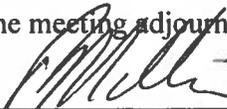
Attorney Ross certified for the record that the second part of Executive Session, where legal advice on Board governance matters will be provided, will constitute privileged attorney-client communications and will not be recorded.

A MOTION WAS MADE BY DIRECTOR NIELSEN AND SECONDED BY DIRECTOR BILLERA TO COME OUT OF EXECUTIVE SESSION AT 7:10 P.M. THE MOTION PASSED UNANIMOUSLY.

**M. Recess/Adjournment**

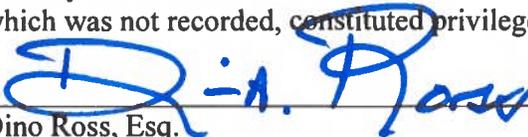
A MOTION TO ADJOURN THE MEETING WAS MADE BY DIRECTOR NIELSEN AND SECONDED BY DIRECTOR LONG. THE MOTION PASSED UNANIMOUSLY.

The meeting adjourned at 7:12 p.m.

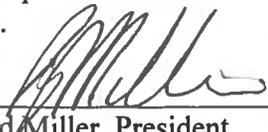
  
\_\_\_\_\_  
Richard Miller, President

  
\_\_\_\_\_  
Jenni Murphy, Secretary

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

  
\_\_\_\_\_  
Dino Ross, Esq.

I hereby attest that the second part of 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