

**MINUTES
BOARD OF DIRECTORS SPECIAL MEETING (STUDY SESSION)
NORTH METRO FIRE RESCUE DISTRICT
ADMINISTRATIVE HEADQUARTERS
101 SPADER WAY, BROOMFIELD, CO 80020**

The Study Session 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: November 29, 2022

BOARD MEMBERS PRESENT:

Richard Miller, President
Peter Billera, Vice President
Jenni Murphy, Secretary
Tim Long, Treasurer
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
Amy Collins, Human Resources Manager
Steve Gosselin, Division Chief, Fire Prevention
Mark Daugherty, EMS Chief
Sara Farris, Public Information Officer

A. Call to Order

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

B. Additions/Deletions to Agenda

None.

C. Approve Agenda

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

D. Study Session

1. 2023 Proposed Budget

Chief Ramos noted that changes had not been made to the proposed budget since the last Board meeting. He would deliver a final version of the proposed budget by December 13 with final property tax valuations and other final changes.

CFO Willis reviewed a chart of revenues, expenditures and Capital Improvements projects for the past 12 years. She discussed fund balance compared to General and Capital Improvements Fund

over the past 12 years. Director Long noticed the financial success of the District during COVID years as reflected on the chart. Chief Ramos replied that it may look that way but that the District was unable to spend money on training and other items during those years. This spending should be at normal levels in 2023.

CFO Willis described an increase to fund balance from a one-time carry forward error in 2022's budget. She reviewed salary and benefit changes for 2023.

Director Billera asked about the benefits broker fee. CFO Willis replied that this is an annual flat fee for help with benefits negotiations and year-round assistance. Chief Ramos described the current working relationship with the District's benefits broker, Hub International. The District would move to graded funding with Cigna in 2023, which is a precursor to fully self-funded. This would give the District more information about claims history.

Division heads spoke about expenses in their respective divisions. CFO Willis noted that expenses related to Station 68 had been moved to the Training Division budget in 2023 as opposed to the Emergency Services Division as in previous years. Chief Bybee noted that the District is stepping up efforts in Hazardous Materials focus.

Chief Gosselin noted that there was nothing remarkable in his Division's proposed budget. He intends to bring back the business inspection program in 2023.

Chief Anderson advised the Board that the Training budget has room to send one to three firefighters to paramedic school in 2023. It has become increasingly difficult to hire paramedics in today's labor force. The District is planning to hire eight to ten new hires for the Spring Academy.

Chief Bybee discussed the proposed budget for Fleet Services. Things are working well with the Adams County fleet maintenance agreement. There is volatility in fuel prices, which is expected to continue in 2023. He had moved the maintenance costs for the dash cameras to this Division for 2023.

Chief Anderson discussed the Information Technology proposed budget. Director Long asked for more information about cyber risks. Chief Ramos would rather talk about this topic in more detail in Executive Session in first quarter of 2023.

Chief Ramos reviewed the Capital Improvements proposed budget.

Per Board direction, Chief Ramos would add \$250,000 to the proposed budget for public policy engagement for a potential mill levy election.

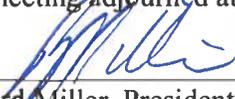
E. Executive Session

None.

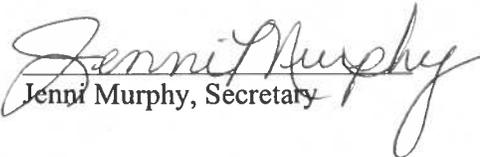
F. Recess/Adjournment

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

The meeting adjourned at 6:47 p.m.



Richard Miller, President



Jenni Murphy, Secretary