

**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: March 14, 2023

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
Amy Collins, Human Resources Manager
Sara Farris, Public Information Officer

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 by Jenni Murphy

C. Additions/Deletions to Agenda

None.

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

D. Approve Agenda

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

E. Public Comment (Agenda Items Only)

None.

President Miller welcomed and thanked candidates for the Board election for attending the meeting.

F. Presentation

1. Introduce Josh Hamilton, Community Risk Reduction Specialist

PIO Farris introduced Josh Hamilton who is taking over the Community Risk Reduction role. Josh has been with North Metro Fire for 15 years, most recently as an Engineer. One of his new responsibilities will be to support community members who are frequent callers to 9-1-1 to get them the right resources and reduce the need to call 9-1-1.

Josh thanked the Board for their support.

2. Introduce Donna Hays, Information Technology Manager

Chief Anderson introduced Donna Hays, new Information Technology Manager.

3. Introduce Kyra Valdez, Human Resources Assistant

HR Manager Amy Collins introduced Kyra Valdez, the new Human Resources Assistant.

4. Operations Division Year-End Recap

Chief Jeff Bybee reviewed the 2022 year in review of the Operations Division. Call volume has increased 24.5% from 2021 to 2022. The large increase in call volume was partially driven by the implementation of CAD-to-CAD.

Chief Bybee reviewed major incidents the District responded to in 2022.

He reviewed three major focus areas for the Division in 2022: training and community risk mitigation enhancements based on lessons learned from the Marshall Fire, enhancing Hazardous Materials response capabilities, and the success of the CAD-to-CAD launch.

Chief Bybee announced the Operations Division's key contributors for 2022: Chief Rob Morris and Lieutenant Todd Field. He then reviewed his focus for 2023 which includes call reduction, investment in paramedic position, assisting with accreditation effort, and regional placement of North Area assets.

Director Nielsen asked about a ladder truck for Station 61. Chief Ramos replied that this apparatus is in the long-term Capital budget.

President Miller asked for time of day and day of week data for the call types. Chief Horan noted that he would be presenting UHU (Unit Hour Utilization) analysis at the next Board meeting.

G. Public Hearing – 2022 Supplemental Budget

President Miller opened the public hearing.

CFO Willis noted that the State Statute requires the District to amend the budget any time annual spending exceeds the budgeted expenditures. For 2022, the District has a supplemental budget for two funds: Compensated Absence Reserve and Debt Service Funds. CFO Willis recommended that the Board adopt the Certified Resolution adopting the Supplemental Budget.

There was no public comment.

President Miller closed the public meeting.

H. Staff Reports

1. PIO Presentation

PIO Farris reviewed media clips from the past month. She had posted information about the Board election on the District’s website. She is still working on the Annual Report but hopes to share this at the next Board meeting. The Citizens Academy will be back, beginning in May.

Director Murphy added that there will be two bike rodeos in Northglenn in April.

2. January 31, 2023, YTD Financial Statements – General Fund

CFO Willis asked for questions about the January 31, 2023 financial statements. There were none.

3. National Fallen Firefighters Memorial Weekend

Chief Ramos shared that the National Fallen Firefighters Memorial weekend would take place in Emmitsburg, Maryland May 6-7, 2023 recognizing those who made the ultimate sacrifice in fire service. He recommended the Board adopt the resolution declaring the Memorial weekend.

4. May 2023 Board of Directors Election

Heather Brown informed the Board that ballots and envelopes had arrived. Overseas ballots would be mailed this week, and absentee ballots would be mailed April 3.

Director Nielsen asked about applying for an absentee ballot. Ms. Brown replied that there is a link on the website to download the application.

5. Future Board Meetings

Chief Ramos discussed his idea to hold a Board meeting on May 16, which does not work for the auditor. He will stick with May 23 for the last Board meeting for the current Board members and the swearing in ceremony for the new Board members.

6. News and Other Project Updates

Chief Ramos informed the Board that the North Area Fire Academy began yesterday with 40 recruits from five departments. Nine recruits were hired by North Metro Fire. Graduation will take place on June 29.

I. Public Comment

Mr. David Feineman, resident of Skyestone neighborhood, asked the Board to request a staff presentation on hazardous materials response.

J. City Liaison Comment

None.

K. 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 54575 through 54723 and online Bill Pay 2023-18 through 2023-28 for a net total of \$730,635.72.
 - b) Approval of minutes from the February 21, 2023, regular District Board meeting.

2. A MOTION TO APPROVE CERTIFIED RESOLUTION #NM23-04, APPROVING A SUPPLEMENTAL BUDGET FOR FISCAL YEAR 2022, FOR THE PURPOSE OF INCREASING APPROPRIATIONS TO MEET EXPENDITURES FOR COMPENSATED ABSENCE RESERVE FUND AND THE DEBT SERVICE FUND WAS MADE BY DIRECTOR NIELSEN AND SECONDED BY DIRECTOR LONG. THE MOTION PASSED UNANIMOUSLY.

3. A MOTION TO APPROVE RESOLUTION #NM23-05 – NATIONAL FALLEN FIREFIGHTERS MEMORIAL WEEKEND WAS MADE BY DIRECTOR MURPHY AND SECONDED BY DIRECTOR NIELSEN. THE MOTION PASSED UNANIMOUSLY.

L. Attorneys' Report

Attorney Ross had provided a written report to the Board.

M. Directors' Reports

The Directors shared their responses to the presentations.

N. Executive Session

A MOTION WAS MADE BY DIRECTOR LONG AND SECONDED BY DIRECTOR NIELSEN TO GO INTO EXECUTIVE SESSION TO DISCUSS TWO PERSONNEL

MATTERS AND TO RECEIVE ADVICE OF LEGAL COUNSEL REGARDING POSSIBLE LAND ACQUISITION PURSUANT TO C.R.S. 24-6-402(4)(A), (B) AND (F). THE MOTION PASSED UNANIMOUSLY.

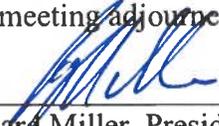
Attorney Ross certified for the record that the portion of the Executive Session where advice of counsel will be provided will constitute a confidential attorney-client communication and will not be recorded.

A MOTION WAS MADE BY DIRECTOR NIELSEN AND SECONDED BY DIRECTOR MURPHY TO COME OUT OF EXECUTIVE SESSION AT 6:35 P.M. THE MOTION PASSED UNANIMOUSLY.

O. 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 6:37 p.m.

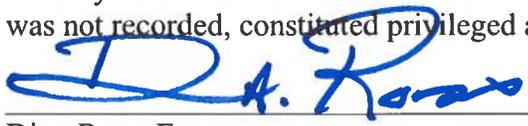


Richard Miller, President



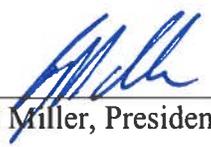
Jenni Murphy, Secretary

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



Dino Ross, Esq.

I hereby attest that the first part of 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)(a) and (b).



Richard Miller, President