

**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: August 22, 2023

**BOARD MEMBERS PRESENT:**

Richard Miller, President  
Peter Billera, Vice President  
Richard Kondo, Treasurer  
Elizabeth Law-Evans, Secretary  
Patrick Browne, Asst. Secretary

**STAFF PRESENT:**

David Ramos, Fire Chief  
David Anderson, Deputy Chief, Support Services  
Lisa Willis, Chief Financial Officer  
Mark Daugherty, EMS Chief  
Steve Gosselin, Division Chief, Fire Prevention  
Rob Morris, Training Chief  
Matt Horan, Planning Chief  
Amy Collins, Human Resources Manager  
Sara Farris, Public Information Officer  
Donna Hays, IT 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 by Director Billera**

**C. Additions/Deletions to Agenda**

None.

**D. Approve Agenda**

A MOTION WAS MADE BY DIRECTOR LAW-EVANS AND SECONDED BY DIRECTOR KONDO TO ACCEPT THE AGENDA. THE MOTION PASSED UNANIMOUSLY.

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

None.

**F. Presentations**

1. Oath of Office – Lieutenant Eric Farnsworth

Chief Ramos reviewed Lieutenant Eric Farnsworth's accomplishments while at North Metro Fire. Chief Ramos administered the oath of office to Lieutenant Farnsworth, and his fiance pinned his badge.

2. Oath of Office – Captain Harold Osborn

Chief Ramos reviewed Captain Harold Osborn's accomplishments while at North Metro Fire. Chief Ramos administered the oath of office to Captain Osborn, and his mother pinned his badge.

**G. Staff Reports**

1. July 31, 2023, YTD Financial Statements – General Fund

CFO Willis asked if there were any questions on the July 31, 2023 financial statements for the General Fund. There were no questions.

2. PIO Presentation

PIO Farris reviewed photos from a recent Hook and Ladder training for high school students. She showed media clips from a recent house fire in Northglenn. She invited the Board to attend the 9/11 Memorial Ceremony at 8:30 a.m. in Broomfield.

3. Resolution Advocating Voter Approval

Chief Ramos informed the Board that there is a resolution to consider to advocate for voter approval of the Fire District's ballot issue for a property tax extension during the November 2023 election. Attorney Ross explained that the State Statute provides that the Board may adopt an advocacy resolution. The resolution may not be distributed as a mailer, but may be posted on the District's website like other resolutions. It may also be supplied in response to an open records request.

4. North Area Fire Academy

Chief Morris reviewed North Area Fire Academy (NAFA) 12 that took place in spring 2023 with 38 recruits from five agencies. He shared photos of the training evolutions.

This is the first year that the District is hosting two academies in one year. The fall academy has 29 recruits from three agencies. There are two tracks for this academy: one for brand new firefighters and another shorter track for lateral hires.

He noted that there will be another fire academy in Spring 2024. He is looking to host an EMT portion at the start so that people without EMT certification could be hired. It looks like there will be enough new hires in 2024 to support two fire academies again.

Chief Morris reviewed the Training Center facility activity and use by outside agencies. He discussed the endeavors of Northside Training for North Metro Fire and Thornton personnel.

Director Kondo asked about the Stop the Bleed program. Chief Daugherty explained what the course covers. Chief Morris added that CPR instructors are also important. Director Kondo asked about capacity and the septic system at the Training Center. Chief Morris replied that during the Training Academy, port-o-potties are brought in for the recruits' use only. He noted that capacity refers to physical fitness equipment and drills.

Director Browne asked about the cost for a recruit to attend the fire academy. Chief Ramos replied that the cost is about \$14-15,000 per recruit. The fixed costs are approximately \$2,500 per recruit. Chief Ramos explained that all recruits are employees, and the recruit does not pay to participate in the academy. Each fire agency carries workers' compensation and liability insurance for their employees.

President Miller requested a presentation in the future on facility improvement needs at the Training Center in order to hold bigger fire academies.

5. Fire Prevention Week

PIO Farris discussed the Fire Prevention Week theme of cooking safety. There will be events in Broomfield and Northglenn.

6. News and Other Project Updates

None.

**H. Study Session**

1. SWAT Team Medics IGA, Commanders Frederick and Sprague, Broomfield Police Department

President Miller noted that this IGA had been presented to the Board at a previous meeting, and the Board requested more information on this topic. There have been a few modifications made to the original IGA. Commanders Frederick and Sprague from Broomfield Police Department were present to discuss the topic, along with the District's Medical Directors, Drs. Roosa and Foster.

Commanders Sprague and Frederick provided a detailed overview of the proposed SWAT Team Medic program including the life safety benefits to the public, law enforcement officers and North Metro Fire personnel. The Board asked numerous questions regarding how and when North Metro Fire SWAT team medics would be used including what policies, procedures and training would be in place to protect the safety of the SWAT team medics.

**I. Public Comment**

None.

**J. City Liaison Comment**

Mr. Richard Kondo, City Councilperson from Northglenn, thanked North Metro Fire for participating in National Night Out. He enjoyed attending the North Area Fire Academy graduation. He invited Chief Ramos to attend the Northglenn City Council meeting on September 11 for a special proclamation.

**K. Action Items**

1. A MOTION TO APPROVE THE INTERGOVERNMENTAL AGREEMENT FOR THE PROVISION OF SWAT TEAM MEDICS WAS MADE BY DIRECTOR LAW-EVANS AND SECONDED BY DIRECTOR BROWNE. THE MOTION PASSED UNANIMOUSLY.
2. A MOTION TO APPROVE THE CONSENT CALENDAR WAS MADE BY DIRECTOR KONDO AND SECONDED BY DIRECTOR BROWNE. THE MOTION PASSED UNANIMOUSLY.
  - a) Approval of accounts payable checks 55336 through 55539 and online Bill Pay 2023-70 through 2023-81 for a net total of \$938,515.62. Voided checks: 55393, 55395, 55397, 55402 and 55456.
  - b) Approval of minutes from the July 18, 2023, regular District Board meeting.
3. A MOTION TO APPROVE RESOLUTION #NM23-07 ADVOCATING VOTER APPROVAL OF THE FIRE DISTRICT'S BALLOT ISSUE FOR A PROPERTY TAX EXTENSION DURING THE NOVEMBER 2023 ELECTION WAS MADE BY DIRECTOR BILLERA AND SECONDED BY DIRECTOR KONDO. THE MOTION PASSED UNANIMOUSLY.
4. A MOTION TO APPROVE RESOLUTION #NM23-08 – NATIONAL FIRE PREVENTION WEEK WAS MADE BY DIRECTOR BROWNE AND SECONDED BY DIRECTOR LAW-EVANS. THE MOTION PASSED UNANIMOUSLY.

**L. Attorneys' Report**

Attorney Ross stated that he had nothing to add to his written report to the Board. The Board had no questions.

**M. Directors' Reports**

Director Kondo was moved by the Hook and Ladder graduation ceremony. He hoped that this event could be scaled up next year so that more youth could participate. He had participated in a ride-along recently and thanked Captain Deuto, Engineer Wolford, and Firefighters Newman,

Pouliopoulos and Banks for their time. He had participated in an Active Shooter drill in Northglenn.

Director Billera congratulated promoted employees.

Director Law-Evans enjoyed the SWAT team medics discussion.

**N. Executive Session**

A MOTION WAS MADE BY DIRECTOR KONDO AND SECONDED BY DIRECTOR LAW-EVANS TO GO INTO EXECUTIVE SESSION TO DISCUSS A PERSONNEL MATTER AND TO RECEIVE ADVICE OF LEGAL COUNSEL REGARDING ORGANIZATIONAL STRUCTURES PURSUANT TO C.R.S. 24-6-402(4)(B) AND (F). THE MOTION PASSED UNANIMOUSLY.

Attorney Ross certified that the portion of the Executive Session wherein legal advice will be provided will constitute an attorney-client communication and will not be recorded.

A MOTION WAS MADE BY DIRECTOR LAW-EVANS AND SECONDED BY DIRECTOR KONDO TO COME OUT OF EXECUTIVE SESSION AT 8:40 P.M. THE MOTION PASSED UNANIMOUSLY.

**O. Recess/Adjournment**

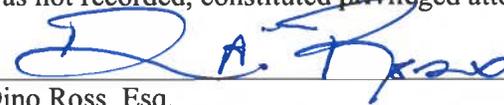
A MOTION TO ADJOURN THE MEETING WAS MADE BY DIRECTOR LAW-EVANS AND SECONDED BY DIRECTOR KONDO. THE MOTION PASSED UNANIMOUSLY.

The meeting was adjourned at 8:42 p.m.

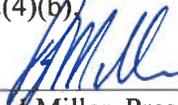
  
\_\_\_\_\_  
Richard Miller, President

  
\_\_\_\_\_  
Elizabeth Law-Evans, Secretary

I hereby attest that the legal advice communicated during a portion of the Executive Session, which was not recorded, constituted privileged attorney-client communications.

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

I hereby attest that the portion of the Executive Session that was not recorded was confined to advice of legal counsel, which is authorized to occur in Executive Session pursuant to C.R.S. §24-6-402(4)(b).

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