

**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: October 26, 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
Jeff Bybee, Deputy Chief, Operations
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

LEGAL COUNSEL:

Dino Ross

A. Call to Order

President Miller called the Board of Directors meeting to order at 11:00 a.m.

B. Pledge of Allegiance by Director Browne

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. Staff Reports

1. September 30, 2023, YTD Financial Statements – All Funds
CFO Willis reviewed the September 30, 2023 financial statements for All Funds.

2. News and Other Project Updates
Chief Anderson showed progress photos of the brick art to be installed at Station 61 by the end of the year.

G. Public Comment

None.

H. Action Items

1. A MOTION TO APPROVE THE CONSENT CALENDAR WAS MADE BY DIRECTOR LAW-EVANS AND SECONDED BY DIRECTOR KONDO. THE MOTION PASSED UNANIMOUSLY.
 - a) Approval of accounts payable checks 55672 through 55882 and online Bill Pay 2023-87 through 2023-99 for a net total of \$1,053,804.79. Voided check: 55774.
 - b) Approval of minutes from the September 19, 2023, regular District Board meeting.
 - c) Approval of minutes from the October 10, 2023, regular District Board meeting.

I. Study Session

1. Strategic Plan
President Miller provided background information for the new Board members regarding the development of the current Strategic Plan, which was substantially completed with the goals and objectives approved by the Board in late 2019. Staff were working to complete the formal document just as COVID hit, which resulted in a shift in priorities for the District. The Board-adopted strategic goals and objectives have served the District well in focusing its efforts and investments to better the service North Metro Fire provides. Many of the primary goals established in 2019 have been completed, and the updated plan document that was reviewed includes new objectives for the Board to consider to successfully address the needs of the District over the next few years. President Miller was excited about the new document for the District. He thanked the taxpayers for the resources to accomplish so many of the goals already.

Chief Ramos presented the updated Strategic Plan document including objectives which have been met to date and new objectives which have been added to ensure continuous progress towards

achieving the District's goals. He would be looking for full adoption of the Strategic Plan, Standards of Cover and Community Risk Assessment by early 2024 in order to move forward with the Accreditation process.

Director Kondo asked about measurable Key Performance Indicators (KPI). Chief Ramos replied that Staff is working to improve the objective measure of the KPIs for goals and objectives.

CFO Willis reviewed costing analysis of the goals and objectives of the Strategic Plan. She discussed personnel costs for future hiring.

President Miller would like to see a prioritized list of future capital improvements scheduled for the next few years, including improvements at the Training Center. Chief Ramos discussed future plans for shared capital improvements at the Training Center among North Area fire agencies. These projects are included in the District's 10-year capital plan and contain things such as a Class A live burn prop, additional Fleet Maintenance facility and parking and fitness facilities with locker rooms and showers. The Board collectively directed staff to include these items as objectives in the Strategic Plan for the next draft version.

Director Kondo recommended emphasizing that this is an updated version of the Strategic Plan and a legend for the checkmarks and plus icons. The Board recommends keeping the checkmarks to indicate progress on the Strategic Plan.

Chief Ramos agreed to make the recommended edits to the Strategic Plan and bring it back to the Board for adoption at the next Board meeting.

J. Executive Session

A MOTION WAS MADE BY DIRECTOR KONDO AND SECONDED BY DIRECTOR BROWNE TO GO INTO EXECUTIVE SESSION AT 2:30 P.M. TO RECEIVE ADVICE OF LEGAL COUNSEL REGARDING DISTRICT ORGANIZATIONAL MATTERS PURSUANT TO C.R.S. 24-6-402(4)(b). THE MOTION PASSED UNANIMOUSLY.

Attorney Ross certified for the record that the Executive Session will constitute a confidential attorney-client communication and would not be recorded.

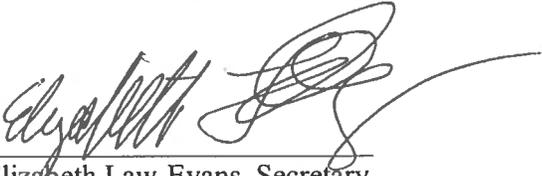
A MOTION WAS MADE BY DIRECTOR BILLERA AND SECONDED BY DIRECTOR LAW-EVANS TO COME OUT OF EXECUTIVE SESSION AT 3:50 P.M. THE MOTION PASSED UNANIMOUSLY.

K. Recess/Adjournment

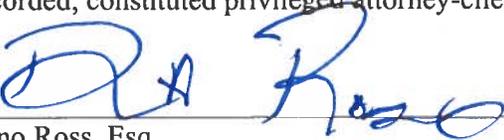
A MOTION TO ADJOURN THE MEETING WAS MADE BY DIRECTOR LAW-EVANS AND SECONDED BY DIRECTOR KONDO. THE MOTION PASSED UNANIMOUSLY.

The meeting was adjourned at 3:50 p.m.


Richard Miller, President


Elizabeth Law-Evans, Secretary

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


Dino Ross, Esq.

I hereby attest that 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).


Richard Miller, President