

**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: September 17, 2024

**BOARD MEMBERS PRESENT:**

Richard Miller, President  
Peter Billera, Vice President  
Richard Kondo, Treasurer  
Elizabeth Law-Evans, Secretary

**STAFF PRESENT:**

David Ramos, Fire Chief  
Dave Anderson, Deputy Chief, Support Service  
Matt Horan, Deputy Chief, Support Services  
Mark Daugherty, Deputy Chief, Operations  
Lisa Willis, Chief Financial Officer  
Steve Gosselin, Division Chief, Fire Prevention  
Amy Collins, Human Resources Manager  
Donna Hays, IT 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 4:00 p.m.

**B. Pledge of Allegiance by Director Law-Evans**

**C. Additions/Deletions to Agenda**

Chief Ramos requested that the Oath of Office for Randy Delaney be moved to the first order of business.

**D. Approve Agenda**

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

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

None.

**F. Presentations**

1. Oath of Office – Randy Delaney, EMS Chief

Chief Daugherty reviewed Chief Delaney’s skillset, talents and his various leadership roles at North Metro Fire. Chief Ramos administered the oath of office to Chief Delaney, and his wife pinned his badge. Chief Delaney shared that today was his 17-year anniversary with North Metro Fire.

2. Well-Being/Peer Support

Amy Collins, Human Resources Manager, spoke about the Well-Being Committee. There are 11 members, led by Preston Lyons. She discussed the Whoop band trial, well-being checks and financial courses.

Luke DeBroux explained why the peer support team is important to North Metro Fire. It provides resources to employees. There are 15 team members. State law requires a licensed clinician to advise the peer support team, so the district has teamed up with Code-4 Counseling. The district will add a Chaplain to the team in 2025.

Director Law-Evans asked about the Chaplain. She suggested Steve Crowder, who is a volunteer pastor with the Broomfield Police Department.

Nick Metz with Code-4 Counseling provided an overview of his company.

Chief Ramos discussed the counseling options available from the Colorado Firefighter Trust. He announced that HR Manager Amy Collins is now on the Advisory Board to the Trust. He pointed out the importance of having access to counselors that truly understand the experiences of first responders, which is why partnering with Code-4 can help better meet the needs of the district’s employees. The Colorado Firefighter Trust takes over funding once insurance is exhausted. It is important to have funding to help employees have the ability to stay with the counselors with whom they develop a trust and relationship.

**G. Executive Session**

A MOTION WAS MADE BY DIRECTOR KONDO AND SECONDED BY DIRECTOR LAW-  
EVANS TO GO INTO EXECUTIVE SESSION AT 4:57 P.M. TO RECEIVE ADVICE OF  
LEGAL COUNSEL REGARDING PURCHASE OF STATION 68 PROPERTY AND  
POTENTIAL 2023-2026 AMENDED COLLECTIVE BARGAINING AGREEMENT  
PURSUANT TO C.R.S. §24-6-402(4)(A), (B) AND (E). THE MOTION PASSED  
UNANIMOUSLY.

Attorney Ross certified for the record that he will be providing legal advice, the advice will  
constitute a confidential attorney-client communication, and it will not be recorded.

A MOTION WAS MADE BY DIRECTOR BILLERA AND SECONDED BY DIRECTOR  
KONDO TO COME OUT OF EXECUTIVE SESSION AT 5:27 P.M. THE MOTION PASSED  
UNANIMOUSLY.

**H. Presentations (continued)**

**3. Amended 2023-2026 Collective Bargaining Agreement**

Chief Ramos noted that conversations during negotiations were respectful and that the union had  
submitted reasonable requests. The teams moved through negotiations fairly quickly and  
painlessly. Staff and Local 2203 appreciate the Board's support.

Local 2203 President Jacob Charney addressed the Board and commented that he enjoyed working  
with management as a team to reach an agreement that is good for Local 2203 members and the  
district. He thanked the Board for its willingness to reopen the contract to address wages that were  
lagging the Denver Metro market.

The Board members were appreciative of the good relations between management and the union.

**I. Action Item**

1. A MOTION WAS MADE BY DIRECTOR BILLERA AND SECONDED BY  
DIRECTOR KONDO TO APPROVE THE AMENDED 2023-2026 COLLECTIVE  
BARGAINING AGREEMENT BETWEEN THE NORTH METRO FIRE RESCUE  
DISTRICT AND THE INTERNATIONAL ASSOCIATION OF FIREFIGHTERS,  
LOCAL 2203 FOR A FOUR-YEAR PERIOD – JANUARY 1, 2023, THROUGH  
DECEMBER 31, 2026. THE MOTION PASSED UNANIMOUSLY.

Union President Jacob Charney shared that the union had nearly unanimous ratification of the amended contract. He thanked the Board for approving it as well.

Both the Union and Board signed the Agreement.

**J. Resignation of Board Director Patrick Browne**

President Miller noted that he had shared with the Board that Director Patrick Browne had resigned his position as of September 13, 2024. President Miller recognized Director Browne's contributions over the past 17 months and that he would be missed.

Attorney Ross noted that the Board Bylaws cover the basics of the State Statute. State Statute does not require a specific process for filling the vacant position. He noted that whoever is appointed will only serve until the next Board of Directors election in May 2025. There would be a two-year position on the May 2025 ballot.

President Miller read the following statement:

We have suffered the loss of a member of the Board of Directors at a key point in board deliberations regarding annual budget considerations, as well as the initial search process for a new Fire Chief for North Metro Fire Rescue District. It is important to expedite filling this board position as several important board votes would take place in the near future, which will be advantageous to have a full Board. These votes involve complex issues requiring board members to have extensive knowledge of North Metro Fire and the communities it serves to participate meaningfully in board deliberations in reaching an ultimate decision. In late 2018, our board faced a similar dilemma, requiring an urgent director appointment. At that time, the board opted to appoint, on an interim basis, a person who had recently completed his maximum number of board terms allowed under law. That decision proved to be successful in regard to meeting the needs of our constituents during the period the interim appointment was in effect. Under Colorado law, an individual appointed to fill a board vacancy serves until the next regular director election, which in this case is May 2025. The board chair, as one board member, has approached Ms. Jenni Murphy, a past member of the North Metro Board of Directors, whose term expired in May 2023. Ms. Murphy served with distinction on North Metro Fire board for 11 years. During that period, Ms. Murphy oversaw as a board member many significant district issues, including the selection of a new Fire Chief. Her experience would be invaluable to the board as we begin our deliberations on that issue. The board and district citizens would also benefit from the fact that Ms. Murphy would need only a minimum of on-boarding instruction to bring her up to an informed level of board performance at a critical junction. Ms. Murphy has graciously consented to be considered for this interim board appointment. With these comments, I ask the board to offer their thoughts

on the potential appointment of Ms. Jenni Murphy to the North Metro Fire Rescue board of directors through the May 2025 regular meeting.

President Miller stated that he was open to other options to fill the vacant position.

Director Billera thinks appointing Jenni Murphy would be an ideal solution based on the upcoming decisions facing the Board.

President Miller added that Ms. Murphy has no desire to run for another term in May 2025 and is only interested in the interim position.

Director Kondo has known Ms. Murphy for about 18 months and has discovered that she is a pillar of the community. She worked for the City of Northglenn for over 20 years. She has the utmost respect of many city staff, including the City Manager. Director Kondo stated that he supports her appointment.

Director Law-Evans has experience with replacing City Council members in the past. She would like to have a discussion about foregoing transparency and accountability to the constituents. She agrees with Ms. Murphy's qualifications to serve on the Board. Director Law-Evans asked if Ms. Murphy can serve since she was term-limited. Attorney Ross noted that interim appointments don't count towards term limits. Attorney Ross clarified that the Board has 60 days from the resignation date to appoint an interim Board member.

Director Law-Evans stated that she is conflicted about this issue. She worries about the loss of transparency and accountability.

President Miller feels there is a sense of urgency to fill the position so that future votes are made as a full board.

Director Kondo was appointed to the City Council himself. The opportunity for the public to have input on who they want on the board would occur in six months.

President Miller would like to vote on this issue on Thursday of this week. He would like to hold a virtual special meeting for discussion on the appointment of Jenni Murphy.

Chief Ramos agreed that time is of the essence for on-boarding a new Board member.

**A MOTION WAS MADE BY DIRECTOR KONDO AND SECONDED BY DIRECTOR LAW-EVANS TO SCHEDULE A VIRTUAL SPECIAL BOARD MEETING ON SEPTEMBER 19,**

2024 AT 11:00 A.M. TO CONSIDER APPOINTMENT OF JENNI MURPHY TO FILL THE VACANT DIRECTOR POSITION.THE MOTION PASSED UNANIMOUSLY.

President Miller would like to swear in Ms. Murphy on September 20, 2024, if the Board approves the appointment.

**K. Staff Reports**

1. PIO Presentation

PIO Farris reviewed recent coverage in local media and community outreach highlights from the previous three months.

2. Fire Prevention Week

PIO Farris discussed the public events she has planned for Fire Prevention Week and quizzed the Board about their knowledge of smoke alarm safety and maintenance. She discussed the district's smoke alarm program, which provides assistance to the elderly, disabled or financially strained who need help with installing or replacing smoke alarms. The district does purchase smoke and carbon monoxide alarms to distribute to those in need throughout the year.

3. August 31, 2024, YTD Financial Statements – General Funds

CFO Willis reviewed the August financials and noted that the district had received State backfill property tax revenue and Medicaid supplemental reimbursement funds.

4. Impacts and Preliminary Assessed Value after HB24B-1001

CFO Willis referred to the two charts that were included in the Chief's Report. The district has a projected 2.4% decrease in expected property tax revenue for 2025, which translates to \$1.1 million less. She explained that oil and gas property tax has dropped by \$1.9 million or 24% less compared to the previous year.

Attorney Ross discussed House Bill 24B-1001 that was recently passed. There is a two-year assessment cycle revenue cap of 10.5%. This will not impact tax revenue in 2025 but will impact the district's budget for 2026.

CFO Willis reviewed a chart explaining how this new law would affect the district's future property tax revenue.

Attorney Ross mentioned that the Statute does provide that the Board can seek voter approval to remove the revenue cap.

President Miller asked for projections in 2026. CFO Willis replied that she would be sharing a five-year financial projection soon.

5. Colorado Medicaid Supplemental Reimbursement

CFO Willis noted that the district would receive \$2.6 million in reimbursement.

6. Auditor RFP

CFO Willis had sent the Request for Proposals to eight audit firms. She has received indication from two firms that they intend to send a proposal by the deadline of September 20.

Chief Ramos noted that in the past a sub-committee of the Board has participated in the audit firm interviews. He thinks it's healthy to have a couple Board members participating in the process. President Miller suggested using the Audit Committee, which consists of the Board President and Treasurer for the interviews. CFO Willis asked for feedback on the matrix and weighted percentages.

7. Station 68 Land Purchase

Chief Ramos noted that there is an action item to consider purchasing property in Jefferson County for Station 68. He had already executed the agreement. There is a resolution to ratify the agreement and authorize the Fire Chief and Board President to execute the closing documents for the purchase of the property.

8. Fire Chief Recruitment and Hiring Process

This topic will be discussed in Executive Session.

9. News and Other Project Updates

None.

**L. Public Comment**

None.

**M. Broomfield Urban Renewal Authority Update**

Director Law-Evans announced that the BURA board had met last month and selected a demolition method for the Events Center, which includes a fair amount of recycling of the materials.

**N. City Liaison Comment**

Director Kondo thanked staff for attending the inaugural city council meeting in their new

building.

**O. 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 57397 through 57487 and online Bill Pay 2024-77 through 2024-85 for a net total of \$590,276.99. Voided check: 57413.
  - b) Approval of minutes from the August 20, 2024 regular district board meeting.
2. A MOTION TO APPROVE RESOLUTION #NM24-05 – NATIONAL FIRE PREVENTION WEEK WAS MADE BY DIRECTOR KONDO AND SECONDED BY DIRECTOR LAW-EVANS. THE MOTION PASSED UNANIMOUSLY.
3. A MOTION TO APPROVE RESOLUTION #NM24-06 - MOTION TO APPROVE RESOLUTION #NM24-06 APPROVING THE CONTRACT TO PURCHASE 3.4 (+/-) ACRES OF LAND FROM JEFFERSON COUNTY, FOR A PURCHASE PRICE OF \$1,258,884.00, SUBJECT TO FINAL REVIEW BY LEGAL COUNSEL AND APPROVAL BY THE JEFFERSON COUNTY COMMISSIONERS; AUTHORIZING CHIEF DAVID RAMOS TO PURSUE ALL NECESSARY DUE DILIGENCE AND ENTITLEMENTS PURSUANT TO THE CONTRACT; AUTHORIZING CLOSING ON THE CONTRACT; AND AUTHORIZING PRESIDENT MILLER, OR IF PRESIDENT MILLER IS NOT AVAILABLE, VICE PRESIDENT BILLERA, TO SIGN ALL DOCUMENTS REQUIRED TO CLOSE ON THE CONTRACT AND TO PERFORM THE DISTRICT'S OBLIGATIONS PURSUANT TO THE CONTRACT, AND, FURTHER, AUTHORIZING SECRETARY LAW-EVANS TO ATTEST ALL SUCH SIGNATURES WAS MADE BY DIRECTOR BILLERA AND SECONDED BY DIRECTOR KONDO. THE MOTION PASSED UNANIMOUSLY.

**P. Attorneys' Report**

Attorney Ross did not have anything to add to his written report.

**Q. Directors' Reports**

The Directors shared their responses to the presentations.

**R. Executive Session**

A MOTION WAS MADE BY DIRECTOR LAW-EVANS AND SECONDED BY DIRECTOR KONDO TO GO INTO EXECUTIVE SESSION AT 7:25 P.M. TO CONSIDER ASPECTS OF THE NEW FIRE CHIEF SELECTION PROCESS PURSUANT TO C.R.S. §24-6-402(4)(F). THE MOTION PASSED UNANIMOUSLY.

Attorney Ross certified for the record that he will be providing legal advice regarding the Fire Chief Hiring Process, the advice will constitute a confidential attorney-client communication, and it will not be recorded.

A MOTION WAS MADE BY DIRECTOR KONDO AND SECONDED BY DIRECTOR LAW-EVANS TO COME OUT OF EXECUTIVE SESSION AT 9:09 P.M. THE MOTION PASSED UNANIMOUSLY.

**S. Recess/Adjournment**

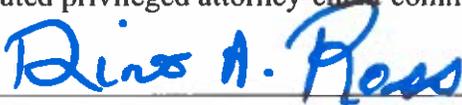
A MOTION TO ADJOURN THE MEETING WAS MADE BY DIRECTOR LAW-EVANS AND SECONDED BY DIRECTOR KONDO. THE MOTION PASSED UNANIMOUSLY.

The meeting was adjourned at 9:11 p.m.

  
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Richard Miller, President

  
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Elizabeth Law-Evans, Secretary

I hereby attest that I provided advice of legal counsel in connection with real property acquisition, limited Collective Bargaining, and Fire Chief Hiring Process in Executive Sessions, which constituted privileged attorney-client communications and were not recorded.

  
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Dino Ross, Esq.

I hereby attest that the Executive Sessions were confined to the topics authorized for discussion in Executive Session pursuant to C.R.S. §24-6-402(4)(a), (b), (e) and (f).

  
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Richard Miller, President