

MINUTES
BOARD OF DIRECTORS REGULAR MEETING
NORTH METRO FIRE RESCUE DISTRICT
ADMINISTRATIVE HEADQUARTERS
101 SPADER WAY, BROOMFIELD, CO 80020

Date: September 25, 2018

BOARD MEMBERS PRESENT:

John Abboud, President
Peter Billera, Vice President
Tim Long, Treasurer
Jenni Murphy, Secretary
Richard Miller, Asst. Secretary

STAFF PRESENT:

David Ramos, Fire Chief
David Anderson, Deputy Chief, Support Services
Jeff Bybee, Deputy Chief, Operations
Lisa Willis, Chief Financial Officer
Eileen Gomez, Human Resources Manager
Steve Gosselin, Division Chief, Fire Prevention
Sara Farris, PIO

LEGAL COUNSEL:

Richard Shearer, Esq.
Joan Fritsche, Esq.

A. Call to Order

President Abboud called the Board of Directors meeting to order at 5:00 p.m. on September 25, 2018.

B. Pledge of Allegiance – Led by President Abboud

C. Additions/Deletions to Agenda

None.

D. Public Comment (Agenda Items Only)

None.

E. Presentations

1. Presentation of Check from Great Broomfield Beerfest

Chief Bybee introduced Bob and Marti Silburn and their daughter-in-law Lauren. They recently held a fundraiser to benefit North Metro Fire called the Great Broomfield Beerfest. Chief Bybee promised to triple the efforts from the District if they decide to host the event again. Mr. Silburn noted that this event was put together quickly. He said he is a cancer survivor, 8 years in remission. He is aware that firefighters are prone to cancer related to their job, and he wanted to do something to help his local fire department. He presented a check from the fundraiser in the amount of \$4,064 to the District. He said he and his family plan to host the event again next year. He credited his daughter-in-law Lauren, who is the GM at The Old Man, for coming up with the event and the beneficiary.

2. Introduce Trish Abbey, new Receptionist

Heather Brown introduced Trish Abbey to the Board. Trish comes to the District from a civil engineering firm in Westminster. President Abboud welcomed Trish to the District and noted that he is pleased that he and other members of the Board get to meet every new employee.

3. Introduce Mike Binder, new IT Business Intelligence Analyst

Chief Ramos introduced Mike Binder to the Board. This is a new position for the District. Mike has a strong skill set in grabbing data, analyzing data, developing bench marks and dashboards. This will be helpful in the Strategic Planning process and bid for national accreditation. Mike lives with his wife and young son in Erie. Before working at North Metro Fire, Mike worked at CA. Mike noted that he is excited with his new job and looks forward to growing the position. President Abboud welcomed Mike on behalf of the Board.

4. PIO Presentation

PIO Farris reviewed media clips from the previous month. There was coverage of the MDA Fill the Boot campaign, during which the District collected over \$60,000. There was an article in the Broomfield Enterprise highlighting Dave Waller's professional awards. There was coverage of a fire at Wadley Farms. The 9/11 Memorial Ceremony also garnered media attention. She highlighted recent activities of the Citizens Fire Academy. The District participated in several community events such as Broomfield Days, Pirate Fest and IAFF Fallen Firefighters Memorial. The District received a donation check from the Broomfield Eagles club for over \$1,600. The firefighters gave engine tours to students in Northglenn. Upcoming events include Fire Prevention Week, Safe Streets in Northglenn, Family and Friends CPR and mobile mammography van dates in both Northglenn and Broomfield.

F. Convene as Community Foundation Board

President Abboud convened the Community Foundation Board meeting. The Foundation conducted its business as reflected in the Foundation Board meeting minutes.

The Community Foundation Board meeting was adjourned, and the District Board continued its meeting.

G. Staff Reports

1. August 31, 2018, YTD Financial Statements – General Fund

CFO Lisa Willis discussed the financials for the end of August. Wildland revenue is at \$181,000 so far. She noted that the District's general fund had made a \$500,000 contribution to the Old Hire Pension for unfunded liability. Overtime emergency services had a high month in August; YTD is \$291,000. The Wildland overtime is at \$177,000, which relates to the revenue from the State. For Fleet, she is a little concerned about fuel prices. The District is at 71% of budget for the year so far.

2. Property Tax Assessment Update

CFO Willis reviewed the 2019 preliminary revenue numbers by county by revenue classification. The District is expecting a 1.6% increase for 2019, because this is a non-revaluation year. She noted that the change from 2017 to 2018 was 11.5%, making the average increase 6.5% per year.

Director Long asked about the effect the Gallagher Amendment and TABOR would have on the District if the combined effect that reduces special district revenue is not resolved. He indicated his concern was based upon a presentation he attended at the SDA conference. CFO Willis noted that the Gallagher Amendment probably would have a significant effect on District revenue in 2020, but not next year. The District's 10-year projection has taken this issue into consideration. She will be talking more about property taxes at the October Board meeting, in addition to other forms of revenue for 2019.

3. Ambulance Membership Program

CFO Willis noted that the Board last reviewed the Ambulance Membership Program in 2016. She reviewed the guidelines of the program. She discussed proposed changes to the insurance requirement because the District recently learned that Medicare Part A has no coverage for ambulance transport, resulting in the entire bill being written off if a transport is taken. This result was not intended and is not in the spirit of the requirement to have medical insurance to cover at least a portion of the medical transport bill. She recommended that the membership requirement be clarified so it is clear that members must have health insurance that pays at least a portion of the cost of ambulance transport. Persons who only have Medicare Part A would not qualify.

Director Miller asked about the Medicare parts. CFO Willis replied that Part B would cover emergency care and ambulance transports. President Abboud asked how many people in the program do not have Medicare Part B. CFO Willis replied that this information is not available. Director Murphy asked about supplemental Medicare. CFO Willis replied that Part A is basic and does not cover ambulance transport.

CFO Willis reviewed a chart of Membership Fees, Costs and Deficits for the past seven years. Based on projections for 2018, the program would have a deficit of \$25,000. President Abboud asked how the District calculates the cost of transportation. Chief Ramos replied that he had presented to the Board in the past the survey of surrounding ambulance transport agencies as one consideration when determining the District's ambulance transport rate. The District's transport rate also is based on industry standard rates, which is some indication of what the market will bear. President Abboud observed the Board has some flexibility in setting the fees for ambulance transport. Chief Ramos agreed and added that insurance may not pay if the fee is increased too

much and write offs would increase. President Abboud responded that he was thinking about decreasing, not increasing, the fees and would like to give some thought as to how a decrease would impact the membership program. CFO Willis replied that this would reduce the membership write off costs, but also may decrease the revenue and have an effect on the General Fund. President Abboud stated it would be worthwhile to look at lowering fees to benefit the community members and stay within Medicare guidelines. Chief Ramos said staff would do a cost benefit analysis for a reduction in transport rate, including how it would impact the General Fund and the Ambulance Membership Fund.

Director Billera asked how many members are enrolled in the program. CFO Willis said it is anticipated the program will have 2,011 members in 2018. Director Miller asked why there are so few family memberships. CFO Willis said she was not certain, but people who are transported frequently are more likely to be members.

CFO Willis concluded by noting that when the transport revenue does not meet expenses, money is transferred from the General Fund to cover the difference. She would like to see a third year of experience with the increased fees, and noted that it is probably too soon to increase fees again.

Director Miller asked the amount of the last increase. CFO Willis replied that it was \$10 more per year for all categories. Director Long asked for information regarding emergency and non-emergency transports. CFO Willis pointed out that the District only performs 911 emergency transports. Director Long noted that members have a \$1,500 credit toward their portion of any ambulance transport bills.

CFO Willis discussed Medicare's guideline for compliant membership pricing which stipulates that membership fees should be 10% less than the lowest Medicare copay amount, which is approximately \$95. This is significantly higher than current senior membership fees of \$35 annually. Medicare looks at multiple guidelines when evaluating if plans are in compliance.

Director Miller asked about the purpose of the ambulance membership program. CFO Willis replied that the program is offered as a service to the community and is intended to spread the cost of transport. Director Miller noted that it appears the members of the program are the persons most likely to need emergency transport. CFO Willis noted the program began in 2001. Insurance reimbursements have changed quite a bit since then. The fees have only been increased once since inception.

Director Billera asked if the current members would be grandfathered if the District moves to exclude members who only have Medicare Part A. CFO Willis noted that the District is notified that a member only has Part A after they are transported and billed. The plan would be to notify that member she/he will be dropped from the program the following year because of the insurance deficiency. Director Billera asked about requesting proof of insurance during registration. CFO Willis replied that members are asked to affirm that they have insurance during registration but are not required to provide proof. If it is discovered after a transport that a member does not have insurance, the membership fee is returned, and the full bill is due from the patient. Director Billera asked how the insurance companies reimburse the District for transports. CFO Willis replied that North Metro Fire does not have contracted fees with any insurance company except for Medicaid

and Medicare. For these two, the District must accept what they will pay. For Medicaid, the patient does not owe anything. For Medicare, the patient owes a co-pay based on the plan in which they are enrolled. Chief Ramos added that most members are seniors, and the program may seem complicated. To make it easy to sign up, and to comply with HIPAA, the District does not collect insurance information during registration. This task is assigned to the billing company after a member is transported. The program is intended to be a service to the community and is not intended to be a profit center.

President Abboud commented that if the Board decided to abolish the program and write off these transports, it may only be \$100,000 expense. President Abboud would like to have the District evaluate the costs and benefits of the program as a whole in early 2019 before instituting new policies.

4. Construction Repairs at Station 62

Chief Ramos continues to move forward on the repairs at Station 62, negotiating a contract with Jim Black Construction and submitting plans to the city of Northglenn for review. He anticipates approval by this Friday. He hopes to have a contract by next week, and construction would commence in mid-October as directed by the Board.

5. Health Insurance Renewal

Chief Ramos would like to discuss this topic in Executive Session. The District has been negotiating with United Healthcare for 2019, and staff needs direction from the Board before finalizing the agreement.

6. Business Plan RFP for Training Center and Fleet Maintenance

Chief Ramos received two proposals. He would like to discuss them with the Board in Executive Session and receive direction before proceeding with negotiations.

7. 2019 Budget Process

Chief Ramos described the 2019 Budget process. He will deliver the first draft of the Budget per state statute by October 15 via email. He reminded the Board that the first draft is usually fairly rough, and he doesn't recommend spending much time reviewing the first draft. The proposed Budget will change again before the presentation at the November 13 public hearing and Board meeting. There will be a high level presentation that night to prepare for the study session scheduled on November 27. The final draft will be presented to the Board for consideration and approval on December 12. Staff will continue to provide a Budget strategy memorandum and notes for line items that have changed more than 5% and more than \$2,500. The notes will be added to all Funds. This process worked well in the past. He asked the Board if they had any suggested changes to the process. Director Long asked to keep the footnotes coming.

8. Project Updates

None.

H. Action Items

1. A MOTION TO APPROVE THE CONSENT CALENDAR WAS MADE BY DIRECTOR MILLER AND SECONDED BY DIRECTOR MURPHY. THE MOTION PASSED UNANIMOUSLY.
 - a) Approval of accounts payable checks 46911 through 47098 and online Bill Pay 2018-71 through 2018-90 for a net total of \$873,053.59. Voided checks: 46911, 46912, 46913, 46914, 46915, 46916 and 46917.
 - b) Approval of minutes from the August 14, 2018 regular district board meeting.

I. Attorney's Report

Attorney Shearer advised the Board that other than the anticipated discussion in Executive Session, he had nothing to add to his written report.

J. Public Comment

Larry Licht from the Skyestone neighborhood distributed written talking points for the Board. He wanted know how many meetings (not including Board meetings) had been held by the Board to discuss the issue of Skyestone response times. He did not expect answers tonight. He wanted to know what he should tell the residents of Skyestone to do to protect themselves due to what he believes are extended fire and EMS response times. Mr. Licht said that a Skyestone resident told him that he felt that instead of buying a home, he bought a potential death sentence. Mr. Licht remembered a recent Board meeting presentation about adding ventilators to the medic units. He thinks this will not help Skyestone residents if the truck doesn't arrive sooner. Mr. Licht also said he has been in contact with a member of the Policy Committee for NFPA and discussed the response time issue. Mr. Licht said the NFPA representative thought there was a problem that should be resolved. Mr. Licht knows that Chief Ramos is working on a Mutual Aid agreement with Westminster, but he feels that this is putting all his eggs in one basket with no Plan B. He shared information from a consulting firm that specializes in solutions for situations like this one.

Mr. Licht also stated that one of the residents who is an attorney suggested taking a "no confidence" vote and that there was malfeasance of office. Mr. Licht then asked what he should tell the residents at a meeting this weekend. He then stated that a "solution" that takes a year is not acceptable. He would like other solutions for the short term. He said he did not see any activity from the District in response to his concern. Mr. Licht also stated that he does not believe the District has the expertise to solve the problem. He also stated that he has looked at the District map, and he believes there are other areas in the District with a similar problem with extended response times. He would like to see this corrected.

President Abboud asked Mr. Licht to identify the group he represents. Mr. Licht said he represents the Homeowners' Association of approximately 550 homes. He noted that community outreach would be helpful. President Abboud asked when the next meeting of the Homeowners' Association was scheduled. Mr. Licht replied that the meeting dates vary but that he could send a schedule of the next meeting to Chief Ramos. President Abboud advised Mr. Licht that the District

would like to discuss the matter with Skystone residents and listen to their concerns. He added that the Board is not ignoring his problem, but that station location and response times to all areas of the District is part of the District's planning process and the planning process is ongoing. Mr. Licht would like to know more about the process and timelines to share with his neighbors. President Abboud advised Mr. Licht that the District would like to establish direct contact with the residents of the Skystone communicate through the Homeowners' Association. President Abboud also noted that Mr. Licht might be surprised at the level of expertise of District staff.

Chief Ramos stated that he has been reaching out to Angela Harris to set up an opportunity to speak directly to the homeowners. Chief Ramos plans to discuss fire department services provided to Skystone residents, emergency response time performance and listen to residents input.

Chief Ramos advised Mr. Licht that the District follows common fire service planning practices for addressing emergency response times including the evaluation of District wide standards of coverage for both rural and developed suburban areas. The District also compares its response performance to national standards as a part of strategic planning. Chief Ramos also stated that the District would love to have four-minute response into every area of the District, but current District funding will not support this level of service. Mr. Licht also suggested that the District consider co-existing with Westminster in a station to help both Westminster and Broomfield with response times into this area. Mr. Licht noted that the District's website does not contain current financial information. District PIO, Sara Farris, stated that updating the financial information on the District's website was her responsibility and that she would coordinate with CFO Willis to put the District's current financial information on the website as quickly as possible.

K. Directors' Reports

Director Miller stated that he enjoyed the SDA Conference and thanked the District for sending him.

Director Long also stated that he enjoyed his time at the SDA Conference and thanked the District for the opportunity to attend. He said he was impressed with the spontaneous contribution from the Old Man fundraiser. He thinks it is wise to expand the Community Foundation purpose statement. He complimented CFO Willis on the property tax breakout.


Director Billera said he also was pleased to learn of the donation and community support. He regretted missing the SDA conference and the 9/11 Memorial Ceremony. He passed along sincere and heartfelt gratitude from his wife for the support. He is honored to be part of the District family.

Director Murphy said she enjoyed the guest speakers at the SDA Conference, and she was touched by the 9/11 Memorial Ceremony. She thanked the District for elementary school engine tours and for being present at Northglenn Pirate Festival.

L. Executive Session

A MOTION WAS MADE BY DIRECTOR MILLER AND SECONDED BY DIRECTOR MURPHY TO GO INTO EXECUTIVE SESSION AT 6:32 P.M. PURSUANT TO C.R.S. § 24-

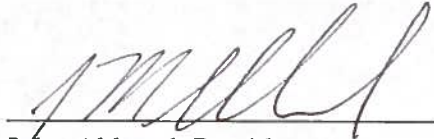
6-402(4) (B) AND (E) TO RECEIVE ADVICE OF LEGAL COUNSEL AND TO DETERMINE THE DISTRICT'S POSITION ON MATTERS THAT MAY BE SUBJECT TO NEGOTIATIONS AND TO DEVELOP THE STRATEGY FOR NEGOTIATIONS AND TO INSTRUCT NEGOTIATORS. THE MOTION PASSED UNANIMOUSLY. ATTORNEY SHEARER CERTIFIED FOR THE RECORD THAT THE RECORDING DEVICE COULD BE TURNED OFF, AS THE MATTERS TO BE DISCUSSED IN EXECUTIVE SESSION WOULD CONSTITUTE PRIVILEGED ATTORNEY-CLIENT COMMUNICATIONS.

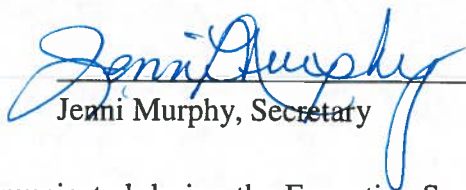

Richard Shearer, Esq.

A MOTION WAS MADE BY DIRECTOR BILLERA AND SECONDED BY DIRECTOR MURPHY TO COME OUT OF EXECUTIVE SESSION AT 7:55 P.M. THE MOTION PASSED UNANIMOUSLY.


M. Recess/Adjournment

A MOTION TO ADJOURN THE MEETING WAS MADE BY DIRECTOR MILLER AND SECONDED BY DIRECTOR LONG. THE MOTION PASSED UNANIMOUSLY. THE MEETING ADJOURNED AT 7:55 P.M.

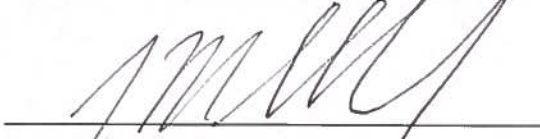

John Abboud, President


Jenni Murphy, Secretary

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


Richard Shearer, 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) and (e).


John Abboud, President