

RECORD OF PROCEEDINGS

West Metro Fire Protection District
Board of Directors Meeting
March 19, 2019

I. CALL TO ORDER

The regular meeting of the West Metro Fire Protection District board of directors was called to order by Vice President Marta Murray at 6:30 p.m. This meeting was held in accordance with the applicable statutes of the state of Colorado, at West Metro Fire Protection District's headquarters, 433 S. Allison Parkway, Lakewood, Colorado.

II. ROLL CALL

President Pam Feely	Present – Arrived at 6:38 p.m.
Vice President Marta Murray	Present
Secretary Wendy Volmer	Present
Treasurer Cassie Tanner	Present
Director Jerry Cassel	Present
Director Mike Feeley	Present
Director Kristina Moeder	Present

Also present were Fire Chief Don Lombardi; Deputy Chief Bruce Kral; Deputy Chief Mark Krapf; Deputy Chief Scott Rogers; Ms. Adele Reester, Esq.; and, Ms. Kim Brewer as recording secretary.

III. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

Vice President Murray led the Pledge of Allegiance and requested a moment of silence to honor all fallen firefighters.

IV. REVIEW OF MINUTES

MOTION: It was moved by Cassie Tanner and seconded by Kristina Moeder to approve the minutes of the regular meeting of the board of directors dated February 19, 2019, as presented. The motion was voted upon and carried.

V. CITIZEN AWARD

A. Presentation of Citizen Award to Mike Hoffmeister – Fire Chief Don Lombardi

RECESS

VI. PUBLIC COMMENT

None.

VII. REPORTS

A. Report of the Fire Chief – Fire Chief Don Lombardi

1. US&R Update

Captain Tyus, Chief Aseltine and some of the CO-TF1 staff members are in New York for the annual Task Force leader meeting. In June there will be a multi-Task Force exercise in Indiana with Urban Search and Rescue teams from Canada and Australia also participating.

Nebraska Task Force One has been busy with floods in their state. We were notified that they may need some help from us.

The Strategic Group Meeting has been rescheduled for May 30th.

2. Finance Division Update

a. January 2019 Financial Statements

Chief Lombardi distributed the January 2019 financial statements for review, which will be brought to the board for approval at the April meeting.

3. Accreditation Update

The annual Excellence Conference took place last week in California. This year's conference was very good and had workshops that were geared to the different levels of accreditation (just starting the process, newly accredited, re-accredited). Chief Lombardi met with Preet Bassi, the CEO of CPSE about changing the accreditation cycle we're on so it is less likely they confuse West Metro with Metro West in the future. Instead of going for re-accreditation at FRI in August 2022, we'll go at the Excellence Conference in March 2022. This puts a bit of strain on the organization because we'll have less time to go through the process, the fourth ACR will be due at the same time as our re-accreditation documents, and we will be re-accrediting to the 10th edition of the FESSAM. We will remain on the March cycle from then on.

4. Workplace Respect Update

The organization has been going through Workplace Respect training conducted by Julie Pate, an attorney with over 20 years of experience in the field. Uniformed employees were brought in off-duty for the training, and separate from the civilian employee training. We've gotten a lot of good feed-back on this type of training which has been tailored for West Metro. The union has been very involved and has helped set the course for the training. This is just the beginning of Workplace Respect at West Metro.

5. Surprise Billing Legislation

What Mike Feeley, Pam Feely and Cassie Tanner did behind the scenes on the surprise billing legislation was extremely helpful. Having and being able to count on those relationships allows us to do a lot. Nobody in the state of Colorado understood how this legislation would affect the fire service and 911 transports. Originally, the bill called out health care providers. In Colorado, as a fire-based EMS system, West Metro is a health care provider. Based on estimates, if the bill were to go through we would lose between \$3 and \$5 million every year. It costs West Metro \$2,500 per transport, we typically bill \$1,300, and the average received per transport is between \$410 and \$440. We were able to articulate this to legislators and were excepted out of the bill. Colorado State Fire Chiefs did not understand the impact this bill would have on West Metro. Colorado Professional Firefighters' President Mike Frainier went to bat for us to get us excepted out. We could never have done it without him! If we had not been excepted out, West Metro would have to get out of the EMS business.

6. SOC SPT Recommendations

The Standard of Cover Strategic Planning Team (SOC SPT) is key to deciding what West Metro does from a response standpoint. Chief Rogers and Chief Hutchinson are co-chairs, and there is a lot of participation from all ranks in the organization on this SPT. The current recommendations are to add an ambulance at Station 3 to help alleviate call volume in the north end of the District, and add an additional firefighter paramedic technician to our current SaM 1 rig. Both recommendations hit the mark in utilizing our dollars and are sustainable for quite some time. These recommendations will be brought to the board for approval at the next meeting.

B. Administration – Deputy Chief Mark Krapf

None.

C. Operations – Deputy Chief Scott Rogers

Chief Rogers discussed a recent call involving an active shooter with Lakewood Police Department and the importance of the ballistic gear they were wearing approved for purchase by the board of directors in conjunction with a grant. When our crews were at the command post a block and a half away from the house where they had the suspect surrounded, they were all in their ballistic gear ready to go do whatever the police needed them to do. All of a sudden, a car comes bailing down the street and the suspect was in it. He was headed right for the safe zone command post where everybody was. The point is, when the police said, “take cover, here he comes,” all of our crews were in their ballistic gear.

West Metro is working really hard with our law enforcement partners on active shooters. There have been some very big trainings recently which have paid off.

D. Life Safety – Deputy Chief Bruce Kral

Electronic Report

One of the duties of the fire marshal’s office is to work with juvenile fire setters. West Metro gets approximately 30 contacts each year with kids who have set fires. The contacts come from parents, schools, police officers, firefighters, and mental health offices, etc. It takes training and skill to do an identification process and intake process and find out whether or not a juvenile fire setter requires educational intervention or is something medical related.

For over 20 years West Metro has been sending people to the National Fire Academy to get the necessary training and certification to deal with juvenile fire setters. Susan Saito and her counterpart from Colorado Springs got together and went through the certification process to become instructors. Last week they held a class at the Training Center with over 30 students. It was a great class and a great accomplishment to get the class held locally for Front Range departments to take advantage of.

E. Other Matters

None.

F. Report of Legal Counsel – Adele Reester, Esq.

Ms. Reester has been following House Bill 1087 which would modernize meeting laws and posting requirements that might potentially impact the District. She is also following Senate Bill 188 – the family bill, and the impacts it might have on employers for paid family medical leave in Colorado.

- G. Report of the President – President Pam Feely
- Ms. Feely gave an update on her testifying on Senate Bill 188, and the impact it would have on local governments and their budgets.
- H. Treasurer’s Report – Treasurer Cassie Tanner
1. Preliminary December 2018 Financial Statements
- MOTION: It was moved by Cassie Tanner and seconded by Wendy Volmer to approve the preliminary December 2018 financial statements as presented. The motion was voted upon and carried.**
- I. Report of the Union – Firefighter Mike Mulcahy
- None.
- J. Report of Civil Service Committee – Secretary Wendy Volmer
- None. The next regularly scheduled meeting will be held April 11, 2019.

VIII. OLD BUSINESS

- A. Approve Platte Valley Fire Protection District’s MOA to Become A Participating Agency of the CO-TF1 – Fire Chief Don Lombardi
- MOTION: It was moved by Cassie Tanner and seconded by Marta Murray to approve and authorize the signing of the Colorado Urban Search and Rescue Participating Agency MOA with Platte Valley Fire Protection District. The motion was voted upon and carried.**
- B. Approve Station 16 Phase 1 Contract – Division Chief Bob Olme
- MOTION: It was moved by Wendy Volmer and seconded by Kristina Moeder to approve the agreement between the Farnsworth Group and the District and authorize Chief Lombardi to execute the same. The motion was voted upon and carried.**
- C. Approve Purchase of SaM2 Pick-Up – Division Chief Bob Olme
- MOTION: It was moved by Cassie Tanner and seconded by Marta Murray to approve the purchase of a 2019 Ford F250 pick-up for the SaM2 vehicle in the amount of \$34,354.00, and authorize Chief Lombardi to execute all documents needed to complete this acquisition. The motion was voted upon and carried.**

- D. Approve EMS Billing Specialist Position – Division Chief Jeremy Metz

MOTION: It was moved by Wendy Volmer and seconded by Jerry Cassel to approve a change to the West Metro Fire Protection District organizational chart to add an EMS billing specialist position that reports to the EMS QA coordinator. The motion was voted upon and carried.

- E. Approve Verizon Lease at Old Station 10 – Division Chief Bob Olme

MOTION: It was moved by Kristina Moeder and seconded by Marta Murray to approve the lease between Verizon and West Metro Fire Protection District as presented and authorize Chief Lombardi or his designee to execute any and all necessary documents. The motion was voted upon and carried.

IX. NEW BUSINESS

- A. Request the Top Three Names for the Rank of Lieutenant from the Civil Service Committee – Fire Chief Don Lombardi

Chief Lombardi requested and received consensus to request the top three names for the rank of lieutenant from the Civil Service Committee.

X. BOARD BRIEFS

None.

XI. OTHER MATTERS

Chief Lombardi gave a reminder that the April board meeting had been moved to April 22nd at 7:00 p.m.

XII. EXECUTIVE SESSION

MOTION: At approximately 7:56 p.m. it was moved by Cassie Tanner and seconded by Wendy Volmer to enter into an executive session pursuant to § 24-6-402(4)(b) CRS for purposes of a Health Trust litigation update. The motion was voted upon and carried.

MOTION: At approximately 8:49 p.m. it was moved by Cassie Tanner and seconded by Kristina Moeder to resume the regular board meeting of the West Metro Fire Protection District. The motion was voted upon and carried.

President Feely announced that no motions were made nor were any votes taken.

MOTION: It was moved by Cassie Tanner and seconded by Kristina Moeder to direct legal counsel to proceed as discussed in executive session. The motion was voted upon and carried.

XIII. ADJOURNMENT

MOTION: There being no further business to be presented it was moved by Cassie Tanner and seconded by Wendy Volmer to adjourn the regular meeting of the West Metro Fire Protection District board of directors. The motion was voted upon and carried.

The meeting adjourned at 8:50 p.m.

Recording Secretary: /s/ Kim Brewer
/s/ Wendy Volmer