

RECORD OF PROCEEDINGS

West Metro Fire Protection District
Board of Directors Meeting
October 15, 2019

I. CALL TO ORDER

The regular meeting of the West Metro Fire Protection District board of directors was called to order by President Cassie Tanner 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 Cassie Tanner	Present
Vice President Marta Murray	Absent
Secretary Jerry Cassel	Present
Treasurer Mike Feeley	Present
Director Pam Feely	Present
Director Kristina Moeder	Present
Director Wendy Volmer	Absent

Also present were Fire Chief Don Lombardi; Deputy Chief Bruce Kral; Deputy Chief Mark Krapf; Deputy Chief Scott Rogers; Ms. Adele Reester, Esq.; Engineer Andrew Saur, representing IAFF Local #1309; Ms. Glenda Aragon; and, Ms. Jennifer Wheaton as recording secretary.

III. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

President Tanner 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 Pam Feely and seconded by Kristina Moeder to approve the minutes of the regular meeting of the board of directors dated September 24, 2019, as presented. The motion was voted upon and carried.

V. SPECIAL PRESENTATION

Director Pam Feely was presented with a Congressional Record for receiving the 2019 Board Member of the Year Award. Congressman Perlmutter's representative, Hannah Mullen congratulated Ms. Feely on this well-deserved recognition.

VI. PUBLIC COMMENT

None.

VII. REPORTS

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

1. Family Fire Muster Presentation – Susan Saito

- a. The 25th Annual Family Fire Muster was well attended with over 4,000 estimated participants. Highlights included new participation from the young women of Camp Ember; and low-cost bike helmets were made available by new sponsor, Alameda West Kiwanis Club. Also new in 2019 were drone demonstrations, and three junior firefighters, operating as child ambassadors through the duration of the event. Based on surveys of the attendees, 25 families were inspired to perform at-home fire drills as a result of their participation in the Fire Muster. Chief Kral thanked Ms. Saito for her dedication to this annual event.

2. US&R Update

a. ARE Update

West Metro Colorado Task Force One completed an Administrative Readiness Evaluation (ARE) last month. CO-TF1 was awarded a score of 98, one of the highest scores ever awarded. Evaluators plan to use the findings of the ARE for implementation of best practices nation-wide.

3. Finance Division Update

a. August 2019 Financial Statements

Ms. Aragon distributed and reviewed the August 2019 financial statements, which will be brought to the board for approval at the November meeting.

4. National Fallen Firefighters Memorial Ceremony

- a. The 38th Annual National Fallen Firefighters Memorial in Emmitsburg, MD, was held October 4-6, 2019. The event was well attended and included a meaningful ceremony which honored fallen West Metro Firefighter, Engineer Aaron Lybarger.

B. Administration – Deputy Chief Mark Krapf

1. None.

C. Operations – Deputy Chief Scott Rogers

1. None.

D. Life Safety – Deputy Chief Bruce Kral

1. Comprehensive Project Report – Electronic Report

E. Other Matters

Chief Lombardi will attend the Colorado State Fire Chiefs Conference in Keystone, CO, October 22-25, 2019.

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

The legal report will be given in executive session.

G. Report of the President – President Cassie Tanner

President Tanner expressed her gratitude for the opportunity to attend the 38th Annual National Fallen Firefighters Memorial.

President Tanner and Mr. Feeley met with Chief Lombardi regarding the Chief's contract and salary agreement.

H. Treasurer's Report – Treasurer Mike Feeley

MOTION: It was moved by Mike Feeley and seconded by Jerry Cassel to accept and approve the July 2019 financial statements as presented. The motion was voted upon and carried.

I. Report of the Union – Engineer Andrew Saur

None.

J. Report of Civil Service Committee – Secretary Jerry Cassel

Mr. Cassel reported on the October 10, 2019 Civil Service Committee meeting. The next meeting is scheduled for November 14, 2019.

VIII. OLD BUSINESS

- A. NREL Fire and Emergency Services Contract – Deputy Chief Mark Krapf

MOTION: It was moved by Pam Feely and seconded by Kristina Moeder to approve the NREL purchase order and authorize Chief Lombardi or his representative to execute the contract. The motion was voted upon and carried.

- B. Resolution 2019-03 – A Resolution in Support of Ballot Initiative 1A – Fire Chief Don Lombardi

MOTION: It was moved by Pam Feely and seconded by Jerry Cassel to approve Resolution 2019-03 – A Resolution of the Board of Directors of the West Metro Fire Protection District in Support of Ballot Initiative 1A Appearing on the November 5, 2019 Ballot. The motion was voted upon and carried.

IX. NEW BUSINESS

- A. 2020 Budget Presentation – Fire Chief Don Lombardi

Chief Lombardi gave a presentation on the 2020 budget. The public hearing for the budget will be held at the November board meeting, and the board will be asked to approve the budget at the December board meeting.

X. BOARD BRIEFS

None.

XI. OTHER MATTERS

The Board of Directors and Civil Service Committee Holiday Celebration will be held December 17, 2019 at 6:00 p.m. at 240 Union.

Chief Rogers notified the board of the First Responders Day Certificate of Recognition presented to West Metro Fire Rescue by the city of Edgewater.

XII. EXECUTIVE SESSION

MOTION: At approximately 7:55 p.m. it was moved by Pam Feely and seconded by Kristina Moeder to enter into an executive session pursuant to § 24-6-402(4)(b) C.R.S. for purposes of a Health Trust litigation update. The motion was voted upon and carried.

MOTION: At approximately 8:06 p.m. it was moved by Mike Feeley 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 Tanner announced that no motions were made nor were any votes taken.

XIII. ADJOURNMENT

MOTION: There being no further business to be presented it was moved by Pam Feely and seconded by Kristina Moeder 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 8:06 p.m.

Recording Secretary: /s/s/ Jennifer Wheaton
/s/ Jerry Cassel