

RECORD OF PROCEEDINGS

West Metro Fire Protection District
Board of Directors Meeting
November 19, 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	Present
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.; Firefighter Mike Mulcahy, representing IAFF Local #1309; 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. PUBLIC HEARING AMENDING THE 2019 BUDGET

President Tanner opened the public hearing amending the 2019 budget. As no one was present to address the board, President Tanner closed the public hearing to amend the 2019 budget.

V. PUBLIC HEARING ON THE 2020 BUDGET

President Tanner opened the public hearing on the 2020 budget. Russell Weisfield was present to address the board to express his concerns about mail ballots not included as a line item in the budget. As no one else signed up for public comment, President Tanner closed the public hearing on the 2020 budget.

VI. 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 October 15, 2019, as presented. The motion was voted upon and carried.

VII. PUBLIC COMMENT

None.

VIII. REPORTS

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

1. Finance Division Update

a. September 2019 Financial Statements

Chief Lombardi distributed and reviewed the September 2019 financial statements, which will be brought to the board for approval at the December meeting.

2. Denver Federal Center Update

a. The Denver Federal Center contract ends in February 2020. The renewed contract for services is in progress with a possibility for completion by the December 2019 board meeting.

B. Administration – Deputy Chief Mark Krapf

1. The firefighter application process is in progress with 123 applications received. A surge in applications is anticipated near the end of the application period which closes on January 31, 2020. Outreach efforts continue with visits to local fitness facilities, colleges, and military bases.

C. Operations – Deputy Chief Scott Rogers

1. Review of Recent Activities

Chief Rogers discussed two recent motor vehicle related incidents that resulted in fatalities. Another recent house fire resulted in a fatality with preliminary findings indicating the cause of the fire was due to the deceased smoking while using oxygen.

The administrative offices received a visit from an organization wanting to film inside the administrative offices during business hours. A First Amendment Auditors directive has been implemented to address appropriate interactions in such situations. Signage for the stations will be installed to identify public and private areas.

D. Life Safety – Deputy Chief Bruce Kral

1. Comprehensive Project Report - Electronic Report

E. Other Matters

1. Lakewood Police Department Award

Chief Lombardi notified the board of an award presented to West Metro Fire Protection District by Lakewood Police Department for the exceptional professionalism demonstrated during the multi-agency response to the April 25, 2019 crash on I-70.

2. IAFC Fellowship Program

Chief Lombardi provided an update to the status of the fellowship program with Saudi Aramco. After changes in leadership, the program is anticipated to resume in the coming weeks.

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

1. DEO Training

Jennifer Wheaton and Kylee Burnside will be attending the DEO training in early January 2020 in preparation for the May 2020 director election.

G. Report of the President – President Cassie Tanner

1. The Board of Directors and Civil Service Committee Holiday Celebration will be held December 17, 2019 at 6:00 p.m. at 240 Union.
2. Chief Lombardi's 2019 Appraisal

Chief Lombardi agreed to waive his right to have his appraisal reviewed in executive session, released the District from liability, and holds the District harmless for anything said in the evaluation held in the public session. After a review of the comments on the appraisal, Chief Lombardi expressed his appreciation to the board for their comments and recognition of his accomplishments. He noted that the strong relationships with Local

1309, command staff, the hard work from all members, and the support of the board have contributed to success of the organization.

3. Chief Lombardi's Contract Amendment

MOTION: It was moved by Mike Feeley and seconded by Pam Feely to approve the contract as amended, including exhibit B-2. The motion was voted upon and carried.

H. Treasurer's Report – Treasurer Mike Feeley

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

I. Report of the Union – Firefighter Mike Mulcahy

The Local 1309 Holiday Party and Awards Ceremony will be held at 6:00 p.m. on December 14, 2019, at the CPFF Event Center, 12 Lakeside Lane, Denver, CO. The event is open to all uniformed and civilian employees, including the Civil Service Committee and board of directors.

J. Report of Civil Service Committee – Secretary Jerry Cassel

Mr. Cassel reported on the November 14, 2019 Civil Service Committee meeting. The next meeting is scheduled for December 12, 2019.

IX. OLD BUSINESS

A. 2020 Financial Risk Analysis – Fire Chief Don Lombardi

Chief Lombardi distributed and reviewed the 2020 Financial Risk Analysis. The board will be asked to adopt a resolution approving the 2020 budget at the December meeting.

X. NEW BUSINESS

A. Request the Top Three Names for the Rank of Captain and 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 captain and the top three names for the rank of lieutenant from the Civil Service Committee.

XI. BOARD BRIEFS

None.

XII. OTHER MATTERS

None.

XIII. EXECUTIVE SESSION

None.

XIV. ADJOURNMENT

MOTION: There being no further business to be presented it was moved by Pam Feely and seconded by Marta Murray 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 7:52 p.m.

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