RECORD OF PROCEEDINGS

West Metro Fire Protection District
Regular Board of Directors' Meeting
Tuesday, January 18, 2011

I. CALL TO ORDER: The regular meeting of the West Metro Fire Protection District Board of Directors was called to order by Board Acting President Randy McConnell at 7:00 p.m. This meeting was held in accordance with the applicable statutes of the State of Colorado, at West Metro Fire Protection District Headquarters, at 433 South Allison Parkway, Lakewood, Colorado.

II. **ROLL CALL:**

Director James Kullhem:	Excused
Director Mike Munden:	Present
Director Manny Chavez:	Present
Director Ted Waller:	Present
Director Joseph Margotte:	Present
Director Pam Feely:	Present
Director Randy McConnell:	Present

Also present were Fire Chief Douglas McBee, Deputy Chief Donald Lombardi, Deputy Chief Michael Murphy, Adele Reester, Esq., Lieutenant/Paramedic Michael Frainier, representing IAFF Union Local #1309, Assistant Chief Brian Daley, and the Recording Secretary Ms. Kathy Miller.

III. PLEDGE OF ALLEGIANCE:

Those present recited aloud the Pledge of Allegiance. Acting President McConnell then asked those in attendance to remain standing and observe a moment of silence to honor all fallen firefighters.

IV. PUBLIC COMMENT:

Acting President McConnell stated that no one had signed up to address the Board of Directors at this time.

V. REVIEW OF MINUTES:

MOTION: It was moved and seconded to approve and accept the minutes of the West Metro Fire Protection District Board of Directors' meeting held on January 4, 2011, with the following correction: Page 5, A.1.c., should be numbered A. 2, as this was not an audit item. The motion was voted upon and adopted.

VI. REPORTS:

A. Updates and Reports, Fire Chief Douglas McBee:

1. **US & R Update:**
   - **a.** Chief McBee reported there will be a bottom up review and audit of all 28 Task Forces in 2011.
   - **b.** Joy Ganzel has moved to her new position with COTF1 and is now in training.
2. **Organizational Chart:** The Organizational Chart has been changed and the Finance Division has been moved back under Administration.
3. **Legislation Update:** Chief McBee reported that the Colorado House and Senate have reconvened and the SDA legislative meetings have been moved to Mondays at 8:30 a.m. The State budget will be the main issue this year as it is currently $1 billion dollars out of balance.
4. **20/20 Diversity Update:** The 20/20 Diversity Committee had its first meeting; they have added two new members and will meet on a quarterly basis.

B. Administration Report, Deputy Chief Donald Lombardi:

1. **Construction Updates:**
   - **a. Station 2:** This project has been completed, the punch list has been done and the contractor did an excellent job on this project.
   - **b. Station 5:** DC Lombardi reported some of the structural steel has been set, the project is going well; one neighbor has complained that the structure is too high and he is trying to contact this person. Captain Dean Wahl is also attempting to contact this neighbor. The inclement weather delayed the project somewhat but the crews worked over the weekend and should soon be back on schedule. Acting President McConnell stated the crews are pleased with the temporary quarters, as they are larger than the old Station 5.
2. **Finance Division Update:** Ms. Gregory is away visiting her ill mother and unable to attend this meeting.

   DC Lombardi said he and Ms. Gregory are working on a variety of scenarios for 2012 including -3%, -5%, -7%, and -10% models. Official figures from the counties will not be available until November.

C. Operations Report, Deputy Chief Michael Murphy:

1. **Review of Recent Activities:** DC Murphy distributed the Operations Division Update.

   Director Margotte noted that the Cedar fire was the second one at that location and asked if any special inspections would be done. DC Murphy said he would

contact Division Chief Wilkins but only public areas were open for inspections unless requested by the individual apartment residents.

2. **Training Division Update:** Five new recruits will attend the Academy, which starts on February 28, 2011. Graduation will be held on July 8, 2011.

3. **EMS Update:**
   a. Division Chief Clint Fey is currently attending the National Fire Academy.

4. Division Chief Bruce Kral has graduated from the Fire & EMS Administration Program at CSU.

D. Other Matters:

1. **Balance Sheet Prepared by Treasurer Feely:** Chief McBee thanked Treasurer Feely for preparing a balance sheet for the board to review.

2. **Sweeps Week:** Chief McBee reported he was interviewed by Fox News regarding Mutual Aid/Auto Aid. He believes this report will be aired during Sweeps Week in February.

3. **Beyond the Line TV Program:** DC Lombardi reported this show is continuing to film, a pilot has been submitted and the producers are hopeful it will be picked up by a network.

E. Report of Legal Counsel, Adele Reester, Esq.: Ms. Reester said the Inclusion election will be held on February 8, 2011. Training for three judges will be done on January 27th. One board member will be needed to count and certify the election on either February 9th or 10th. Director Munden volunteered and Vice President McConnell will provide back up, if needed.

F. Report of the President, Acting President McConnell:

1. Fire Chief McBee Performance Requirements for 2010: The board stipulated that Chief McBee must meet six of the eight requirements to receive bonus pay for 2010. Eight of eight requirements were met.

MOTION: It was moved and seconded to approve and authorize payment to Fire Chief Douglas McBee for the successful completion of his performance requirements for 2010. The motion was voted upon and unanimously approved.

G. Treasurer's Report, Treasurer Pam Feely:

MOTION: It was moved and seconded to approve and file for audit, the monthly financial documents dated November 30, 2010, as presented. The motion was voted upon and approved.

H. Report of the Union, Lieutenant Mike Frainier: No report at this time.

In reply to a question, Lt. Frainier reported the kickoff event for the fire house museum will be by invitation only on February 3, 2011, at the Heritage Center and is for the West Metro Fire Rescue Foundation.

I. Report of Committees:

1. Civil Service Committee:

a. Director Chavez reported that Tom Ashe was named by Channel 9 as their Person of the Month.

b. Division Chief Aseltine is in the process of hiring a facility manager and a facility maintenance person under the Training Facility Internal Service Fund.

c. The new Academy starts on February 28, 2011.

d. A First Grade test will be held on February 19, 2011.

e. Kent Grosse has been added to the E-Board, replacing Greg Shirley.

f. Leo Johnson is the Civil Service Committee member on the committee dissolving the JATC. This process should take approximately one year.

2. Health Trust Committee: Vice President McConnell distributed meeting notes on the January 5, 2011, meeting:

a. Walgreen's will not be continuing the pharmacy plan.

b. Officers were elected for 2011.

c. Nine large claims have been reported through 11/30/10.

d. In-network utilization of United Healthcare is just under 98% for 2011.

e. Costs for the year have improved to 2007/2008 levels.

f. Account balances are about $1M for retirees and $3M for actives.

3. New Hires Pension Committee: DC Murphy said the process continues and the official date is either February 1st of February 15th.

VII. OLD BUSINESS:

A. MOTION: It was moved and seconded to sell the northern most acre of land at MFTC for a total sum of $22,000. The motion was voted upon and approved unanimously.

VIII. NEW BUSINESS: None

IX. BOARD BRIEFS:

A. Priority Dispatch Update, DC Murphy

DC Murphy said the attached power point presentation was provided to update the board on this matter. Dispatchers have been trained. Division Chief Krapf will address the board at a future date.

X. OTHER MATTERS:

A. Chief McBee reminded the board of the promotional ceremony scheduled for March 15, 2011.

XI. EXECUTIVE SESSION: None requested.

XII. ADJOURNMENT:

MOTION: There being no further business to be presented to the board of directors of the West Metro Fire Protection District, it was moved and seconded to adjourn this meeting. The motion was voted upon and adopted.

The meeting concluded at 8:07 p.m.

Recording Secretary: /s/s Kathy Miller
/s/ Manny Chavez