

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

Date: January 14, 2019

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
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 4:00 p.m. on January 14, 2019.

B. Pledge of Allegiance – Led by Director Long

C. Additions/Deletions to Agenda

None.

D. Public Comment (Agenda Items Only)

None.

E. Executive Session

A MOTION WAS MADE BY DIRECTOR MILLER AND SECONDED BY DIRECTOR LONG TO GO INTO EXECUTIVE SESSION AT 4:02 P.M. PURSUANT TO C.R.S. § 24-6-402(4) (B) AND (D), TO RECEIVE ADVICE OF LEGAL COUNSEL REGARDING THE SCOPE AND LIMITATIONS OF POWER THE BOARD IS ALLOWED TO GRANT TO MEMBERS OF A CITIZEN TASK FORCE AND TO DISCUSS ANY CONFLICTS OF INTEREST OR LEGAL ISSUES THE BOARD MAY WISH TO CONSIDER RELATED TO INDIVIDUAL

CANDIDATES AND THE COMPOSITION OF THE TASK FORCE AS A WHOLE AND TO GIVE DIRECTION FROM THE BOARD TO NEGOTIATORS ON THE EMPLOYEE BENEFITS BROKER FOR WHICH AN RFP HAS BEEN ISSUED. 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 5:00 P.M. THE MOTION PASSED UNANIMOUSLY.

F. Presentations

Chief Ramos announced that the District had six promotions, all effective January 1, 2019. One Engineer, Ryan Ziccarelli, could not be present and will be sworn in later.

1. Oath of Office for Engineer Stephen Bostwick

Chief Ramos noted that Steve Bostwick had been with the District for 12 years, working as an out-of-class Engineer for a long time and had served as a mentor for EMTs in the District.

President Abboud administered the oath of office to Engineer Bostwick.

2. Oath of Office for Lieutenant Jason Crownover

Chief Ramos announced that Jason Crownover had served as a Paramedic and had a strong commitment to EMS as well as serving as the lead for the District's SCBA program, in charge of repairing the units and making recommendations for new purchases. He is also very engaged as a union leader.

President Abboud administered the oath of office to Lieutenant Crownover.

3. Oath of Office for Lieutenant Rob Perry

Chief Ramos discussed Rob Perry's history of engagement with the fitness and wellness programs, including starting a Braveheart program for line firefighters.

President Abboud administered the oath of office to Lieutenant Perry.

4. Oath of Office for Captain Matt O'Leary

Chief Ramos commented that Matt O'Leary has been active in the development of the District's EMS programs as well as serving as the Tech Rescue leader since Captain Randall retired. Chief Ramos also noted he has great training skills and will undertake his first assignment as a Training Captain for two years.

President Abboud administered the oath of office to Captain O'Leary.

5. Oath of Office for Captain Matt Horan

Chief Ramos introduced Matt Horan who has also been engaged in many areas of the District including developing other firefighters, and has strong leadership skills including serving as past President of Local 2203. His first assignment is special projects including the development of the new strategic plan and accreditation, both of which have substantial research pieces.

President Abboud administered the oath of office to Captain Horan.

The Board took a short recess to enjoy refreshments with the promoted employees and their families.

6. PIO Presentation

PIO Farris reviewed media clips from the past month including the Wreaths Across America event and the appeal for applications for the Citizen Task Force. The airplane crash in Anthem made the cover of the 2018 year in review issue of the Broomfield Enterprise. There was also an article on emergency preparedness in the Broomfield Enterprise. PIO Farris helped gather representatives from the District, City and County of Broomfield and oil operators to discuss this topic with the reporter. The reporter also observed an exercise for emergency preparedness management as part of her research for the story.

PIO Farris shared photos from Captain Rich Randall's last shift. Upcoming events include CPR and Stop the Bleed in Skystone and at headquarters, a retirement celebration for Capt. Randall and Engineer Miller, St. Baldrick's head shaving event and Bowl for A Precious Child.

PIO Farris noted that the District had been conducting ice rescue training and was experimenting with using a drone for an aerial view during the incident response. There was coverage in the Broomfield Enterprise and upcoming broadcast media coverage of these trainings.

President Abboud encouraged Board members to attend the retirement celebration on February 1.

G. Staff Reports

1. Ladder Truck Purchase Agreement

Chief Ramos announced that he is asking the Board to consider and approve an action item to allow the Fire Chief to sign a purchase agreement with Pierce Manufacturing for the purchase of one 107-foot Pierce ascendant quint ladder truck for a not to exceed amount of \$1,196,673. The 2019 approved budget contains a line item of \$1.250 million for this purchase.

Chief Bybee shared some photos of the new truck with a large ladder on top. This ladder truck price is equal to two engines. This unit will replace ladder truck 62, which will be moved to reserve status. This unit is 11 years old and has over 100,000 miles on it. Front line units are usually replaced after 10 years and moved into reserve status for five years. The new apparatus has a longer ladder than the current truck 62. The unit has excellent maneuverability with all wheel steering and a narrower stabilizer spread. This unit is the preferred aerial apparatus for the North

Area departments. The build time is 9.5 to eleven months so the District should receive the unit by the end of the year.

Director Murphy asked where the new apparatus would be housed. Chief Bybee replied Station 62. Director Murphy asked where her favorite truck would go. Chief Bybee replied that truck 62 would go into reserve for when the new truck needs repair or maintenance.

Director Long asked about training on the new unit. Chief Bybee replied that there would be training for all Engineers and out-of-class Engineers. Director Long asked where the training occurs. Chief Bybee replied that apparatus testing occurs at the Training Center and that Engineers also can drive the unit around Station 62.

President Abboud asked if the new apparatus would fit in the bay at Station 63. Chief Anderson replied that the new bay was designed to house a quint truck such as the proposed unit. The Station 61 remodel also will have this design.

A MOTION TO AUTHORIZE THE FIRE CHIEF TO SIGN A PURCHASE AGREEMENT WITH PIERCE MANUFACTURING FOR THE PURCHASE OF ONE 107-FOOT PIERCE ASCENDANT QUINT LADDER TRUCK FOR A NOT TO EXCEED AMOUNT OF \$1,196,673 WAS MADE BY DIRECTOR BILLERA AND SECONDED BY DIRECTOR MURPHY. THE MOTION PASSED UNANIMOUSLY.

2. Station 62 Repairs

Chief Anderson updated the Board on the status of the repairs at Station 62. The new roof has been installed, and there are no more leaks. There are also new heaters in the bay. Work continues on the exterior. The architects would be present at the next Board meeting to answer any questions.

3. 2019 Strategic Plan Update

Chief Ramos asked the Board to approve the dates of the Citizen Task Force meetings on February 6, 13 and 20 from 6-9 p.m. at headquarters.

A MOTION TO APPROVE THE CITIZEN TASK FORCE MEETING DATES OF FEBRUARY 6, 13 AND 20, 2019 WAS MADE BY DIRECTOR MURPHY AND SECONDED BY DIRECTOR MILLER. THE MOTION PASSED UNANIMOUSLY.

Director Murphy asked if the Task Force meetings would be posted. Chief Ramos replied that the Task Force meetings would only be posted if three or more Board members decided to attend.

Chief Ramos asked the Board to approve the list of names recommended by the Board for the Citizen Task Force.

A MOTION TO APPOINT TO THE CITIZEN TASK FORCE THOSE PERSONS LISTED BELOW WAS MADE BY DIRECTOR MILLER AND SECONDED BY DIRECTOR BILLERA. THE MOTION PASSED UNANIMOUSLY.

BROOMFIELD

Tracey	Amend
Liz	Bishoff
J. Dustin	Duckett
Larry	Licht
Tracie	McBeth
Robert	Monzingo
Robert	Nielsen
Richard	Perse, II
Steven K	Polutchko
Jennifer	Snyder
Peter	Tighe
Taylor J.	Reeves

NORTHGLENN

Katlyn	Brunett
Leslie	Carrico
Danielle	Henry
Meredith	Leighty
Denise	Sandusky
Debbie	Tuttle

Northglenn Alternates:

Brenda Beebe and Edith Knehans

Broomfield Alternates:

Stan Foxx, Rob Shively, Kevin Lavarney, Cheryl German and Arnold Sorocki

4. RFP for Employee Benefits Broker

Chief Ramos updated the Board on the RFP for Employee Benefits Broker that was submitted a few weeks ago with a February 1, 2019 deadline. The RFP was sent to 12 firms, and 10 firms submitted proposals. He would have more of an update in Executive Session as he would be seeking further Board direction regarding the negotiations with a broker to serve the District.

5. Project Updates

Chief Ramos informed the Board that he is planning to bring a proposal to the Board to develop a new Trust Fund account. This would be used for joint training activities with North Area fire departments, where the funds may carry over from year to year. One example is that each North Area fire department has contributed funds to buy equipment to be used for joint training academies. South Adams County is joining the training group late and will contribute \$10,500 to catch up. This contribution is intended to offset future training academy costs for the group. Since North Metro Fire holds these funds for the North Area Training Group, Chief Ramos and CFO Willis believe a trust fund would be a more suitable method of accounting for the funds. He asked the Board if they had any objections before he moved forward in directing legal counsel to draft documents to establish the North Area Joint Training Trust Fund.

President Abboud asked how many departments would be part of the Trust Fund. Chief Ramos replied that there would be six departments participating. This would be similar to the Jefferson Adams County Haz Mat Trust Fund, which has an Advisory Board, but the District will manage this Trust Fund, and North Metro Fire Board of Directors will approve the Budget and appropriations related to this Trust Fund. President Abboud asked about the Advisory Board for this new Trust Fund. Chief Ramos said that the Fire Chiefs from each of the six departments would make up the Advisory Board.

Director Long asked if legal counsel would support the District in developing protocols, policies and procedures for operating the Trust Fund. Attorney Shearer replied that it is straightforward and that he would help as needed.

H. Action Items

1. A MOTION TO APPROVE THE CONSENT CALENDAR WAS MADE BY DIRECTOR LONG AND SECONDED BY DIRECTOR MURPHY. THE MOTION PASSED UNANIMOUSLY.
 - a) Approval of accounts payable checks 47446 through 47612 and online Bill Pay 2018-113 through 2018-122 for a net total of \$576,260.26. Voided checks: 47453 and 47546.
 - b) Approval of minutes from the December 12, 2018 regular district board meeting.

I. Attorney's Report

Attorney Shearer had nothing to add to the written report.

J. Public Comment

None.

K. Directors' Reports

Director Murphy was honored to be part of the promotions and enjoyed seeing all the families. She is excited about the new ladder truck.

Director Billera found the promotions heartwarming.

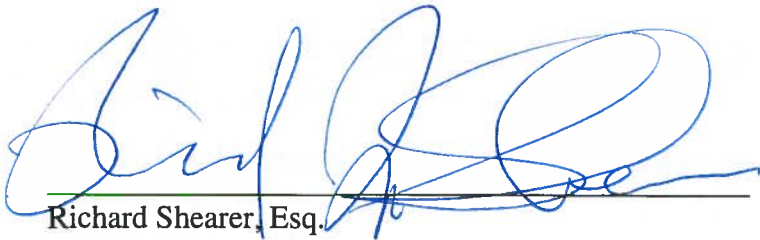
Director Long was moved by the promotions and the family-like atmosphere that exists.

Director Miller remembered being on the other side of promotions in law enforcement and appreciates that this is an emotional event for the honorees. They will remember this for their whole life. He announced that he recently had to call a District medic unit to his home for a back episode. He was pleased with the firefighters who responded and took excellent care of him.

President Abboud was also pleased to see the promotions.

L. Executive Session

A MOTION WAS MADE BY DIRECTOR MILLER AND SECONDED BY DIRECTOR MURPHY TO GO INTO EXECUTIVE SESSION AT 6:16 P.M. PURSUANT TO C.R.S. § 24-6-402(4) (E) TO GIVE ADVICE AND DIRECTION TO NEGOTIATORS WITH RESPECT TO THE EMPLOYEE BENEFITS BROKER SELECTION. 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.

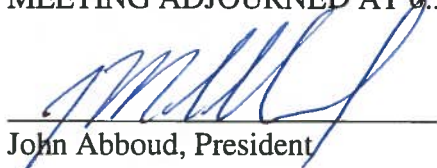


Richard Shearer, Esq.

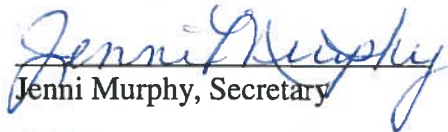
A MOTION WAS MADE BY DIRECTOR BILLERA AND SECONDED BY DIRECTOR LONG TO COME OUT OF EXECUTIVE SESSION AT 6:39 P.M. THE MOTION PASSED UNANIMOUSLY.

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 6:39 P.M.

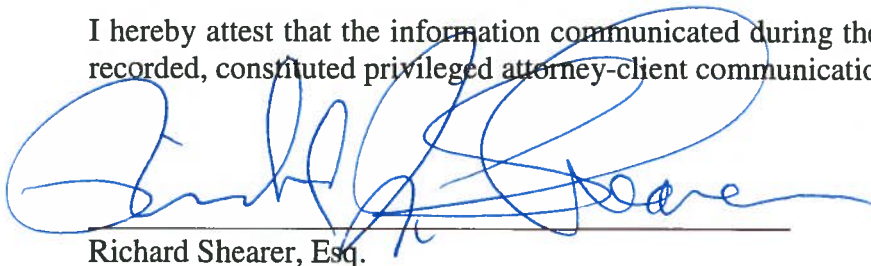


John Abboud, President



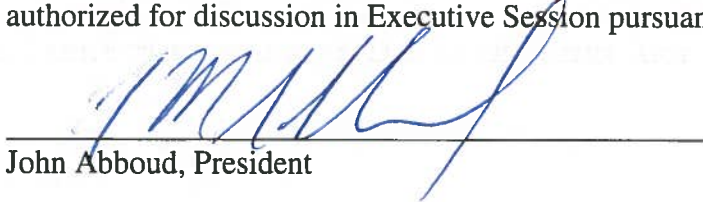
Jenni Murphy, Secretary

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), (d) and (e).



John Abboud, President