

RECORD OF PROCEEDINGS

West Metro Fire Protection District
Board of Directors Meeting
April 20, 2021

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 remotely via Zoom in accordance with the applicable statutes of the state of Colorado.

II. ROLL CALL

President Cassie Tanner	Present
Vice President Marta Murray	Present
Secretary Mike Williams	Present
Treasurer Jerry Cassel	Present
Director Bill Clayton	Present
Director Mike Feeley	Present - Arrived at 6:33 p.m.
Director Carolyn Wolfrum	Present - Arrived at 6:38 p.m.

Also present were Fire Chief Don Lombardi; Deputy Chief Bruce Kral; Deputy Chief Mark Krapf; Deputy Chief Scott Rogers; Ms. Cathy Tallerico, Esq.; Mr. Bruk Mulaw; Lieutenant Mike Mulcahy representing IAFF Local #1309; and, Ms. Jennifer Wheaton as recording secretary.

III. MOMENT OF SILENCE

President Tanner requested a moment of silence to honor all fallen firefighters.

IV. REVIEW OF MINUTES

MOTION: It was moved by Mike Williams and seconded by Jerry Cassel to approve the minutes of the regular meeting of the board of directors dated March 16, 2021, as presented. The motion was voted upon and carried.

V. PUBLIC COMMENT

None.

VI. REPORTS

- A. Report of the Fire Chief – Fire Chief Don Lombardi
 - 1. COVID-19 Update

a. West Metro continues to respond to COVID-19 calls in the District, with an increase in recent weeks. 76% of the employees are currently vaccinated. On Thursday, Chief Lombardi will present on behalf of the Metro Chiefs to the Comité Technique International de prevention et d'extinction de Feu (CTIF) on the U.S. fire service's response to COVID-19. Chief Lombardi reported that he has been in the vice president role with Metro Chiefs and will move into role of president in May 2021.

b. Emergency Declaration

Chief Lombardi recommends keeping the emergency declaration in effect until the July 2021 board meeting. The emergency declaration was established in March 2020 to assist in the response to the COVID-19 pandemic.

2. Finance Division

a. February 2021 Financial Statements

Mr. Mulaw reviewed the February 2021 financial statements which will be brought to the board for approval at the May 18, 2021 meeting.

Mr. Mulaw also reported that West Metro is the recipient of the prestigious Government Finance Officers Association (GFOA) Excellence in Financial Reporting award for the 23rd year in a row.

3. Accreditation Update

a. Annual Compliance Report (ACR) #4

The ACR #4 is in progress, all contributors have submitted their reports to the Accreditation Manager who anticipates an early submission of the ACR in advance of the July 15, 2021 deadline.

B. Administration – Deputy Chief Mark Krapf

1. Administration Update

None.

C. Operations – Deputy Chief Scott Rogers

1. Operations Update

a. Firefighter Injuries at Garage Fire Update

The April 3rd garage fire-vapor explosion resulted in three firefighter injuries. All three firefighters were transported to the hospital, leading to one firefighter in a concussion protocol for a period of one week. All firefighters are currently doing well. The after-action report revealed that protocol was followed, and that the situational awareness training and prescribed equipment successfully prepared the crew for the unstable environment presented during this incident. Lessons learned will be brought to the Training Division for training on this incident to all firefighters.

b. Community Wildfire Protection Plan (CWPP) Update

The Anchor Point Group has been hired to develop the West Metro CWPP. A draft of the plan is in progress which will be brought to the board for review after the May 18, 2021 meeting with projected approval of the plan at the June 15, 2021 board meeting.

D. Life Safety – Deputy Chief Bruce Kral

1. Comprehensive Project Report – Electronic Report

E. Other Matters

None.

F. Report of Legal Counsel – Cathy Tallerico, Esq.

Ms. Tallerico reported that there are a number of bills that are being followed that could affect local government. More information will be available at next month's meeting. Chief Lombardi and Mr. Clayton reported on the status of HB 1251 pertaining to the use of Ketamine.

G. Report of the President – President Cassie Tanner

None.

H. Treasurer's Report – Treasurer Jerry Cassel

MOTION: It was moved by Jerry Cassel and seconded by Marta Murray to approve the January 2021 financial statements as presented. The motion was voted upon and carried.

I. Report of the Union – Lieutenant Mike Mulcahy

None.

- J. Report of Civil Service Committee – Secretary Mike Williams

Mr. Williams reported on the April 8, 2021 Civil Service Committee meeting. The next meeting of the CSC is scheduled for May 13, 2021.

VII. OLD BUSINESS

- A. T-Mobile Cellular Tower Contract – Steve Kabelis

Mr. Kabelis presented on the status of the lease agreements and cellular activities at West Metro, including revenues received by the District as a result of these agreements.

MOTION: It was moved by Mike Williams and seconded by Carolyn Wolfrum to approve the lease agreement between West Metro Fire Rescue and T-Mobile for cellular tower access at the fleet maintenance facility and authorize Chief Lombardi or his designee to execute all documents needed to complete this project. The motion was voted upon and carried.

- B. Red Rocks Community College Articulation Agreement – Fire Chief Don Lombardi

MOTION: It was moved by Mike Feeley and seconded by Jerry Cassel to approve and sign the new affiliation agreement between Red Rocks Community College and the West Metro Fire Protection District as written. The motion was voted upon and carried.

VIII. NEW BUSINESS

- A. Request the Top Three Names from the Eligibility Registers for the Rank of Assistant Chief and the Rank of Captain, and the Top Four Names for the Rank of Lieutenant from the Civil Service Committee – Fire Chief Don Lombardi

Due to upcoming retirements, Chief Lombardi requested and received consensus to request the top three names from the eligibility registers for the rank of assistant chief and the rank of captain, and the top four names for the rank of lieutenant from the Civil Service Committee.

- B. Review of Board Policies and District Bylaws – Fire Chief Don Lombardi

Chief Lombardi reported on the work of the District Bylaws and Board Policies Review Committee, which met during the first quarter of the year to review the District Bylaws and Board Policies. All documents received a content update to reflect current practices, eliminate redundancy, and modernize terminology. Chief Lombardi highlighted some items for discussion with the board and discussed

notable areas of change. The changes to these documents will be voted upon at the May 18, 2021 board meeting.

IX. BOARD BRIEFS

- A. Organizational Chart – Special Operations Division – Fire Chief Don Lombardi
- B. Douglas County Emergency Operation Plan (EOP) – Fire Chief Don Lombardi

X. OTHER MATTERS

- A. 40th Annual National Fallen Firefighters Memorial October 2-3, 2021– Fire Chief Don Lombardi

Chief Lombardi notified the board of the upcoming National Fallen Firefighters Memorial on October 2-3, 2021 in Emmitsburg, Maryland, at which time West Metro Fallen Firefighter Dan Moran will be honored.

XI. EXECUTIVE SESSION

MOTION: At approximately 8:28 p.m. it was moved by Mike Williams and seconded by Jerry Cassel to enter into an executive session pursuant to § 24-6-402(4)(b) CRS for purposes of consulting with the District attorney on legal issues surrounding pending litigation. The motion was voted upon and carried.

MOTION: At approximately 8:44 p.m. it was moved by Mike Feeley and seconded by Bill Clayton 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.

XII. ADJOURNMENT

MOTION: There being no further business to be presented it was moved Mike Williams and seconded by Mike Feeley 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 8:45 p.m.

Recording Secretary: /s/s/ Jennifer Wheaton
/s/ Mike Williams