

## RECORD OF PROCEEDINGS

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West Metro Fire Protection District  
Board of Directors Meeting  
May 24, 2022

### 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 and made available remotely via Zoom.

### 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
Director Don Sherman	Present
Director Carolyn Wolfrum	Present

Also present were Fire Chief Don Lombardi; Deputy Chief Mike Kirkpatrick; Deputy Chief Jeremy Metz; Deputy Chief Dan Pfannenstiel; Deputy Chief Scott Rogers; Ms. Adele Reester, Esq.; Mr. Bruk Mulaw; Lieutenant 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. REVIEW OF MINUTES

**MOTION: It was moved by Mike Feeley and seconded by Mike Williams to approve the minutes of the regular meeting of the board of directors dated April 19, 2022, as presented. The motion was voted upon and carried.**

### V. CITIZEN AWARD

- A. Presentation of Citizen Award to Ashley Cowan and Jill Wapelhorst – Fire Chief Don Lombardi
- B. Presentation of Citizen Award to Pam Cowan – Fire Chief Don Lombardi
- C. Presentation of Citizen Award to Nobuhito Kadoma – Fire Chief Don Lombardi

- D. Presentation of Citizen Award to Kaiser Permanente Southwest Medical Office Building Staff – Fire Chief Don Lombardi

## **VI. INSTALLATION OF NEW BOARD MEMBERS**

Re-Elected Members Jerry Cassel, Mike Feeley, and Carolyn Wolfrum, and New Member Don Sherman - President Cassie Tanner

## **VII. YEARS OF SERVICE**

- A. Cassie Tanner

Cassie Tanner was recognized for eight years of dedicated service to the West Metro Fire Protection District Board of Directors.

## **RECESS**

Vice President Marta Murray assumed the role of chair for the remainder of the meeting and announced that board member Don Sherman was present for the meeting.

## **VIII. PUBLIC COMMENT**

None.

## **IX. REPORTS**

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

- 1. 2022 Election Update

The canvass board convened on May 12, 2022 to certify the results of the May 3, 2022 election.

- 2. Accreditation Update

- a. Introduce Peer Team

Chief Aseltine introduced Chief Byron Kennedy, the peer team lead assigned to West Metro for the accreditation site visit. The site visit, which began on Sunday, is currently in progress and is going very well. The site visit is a time when the peer team comes to verify and validate West Metro's practices that are detailed in the documentation supplied to the peer team. The site visit will conclude on Thursday, May 26.

- 3. Finance Division Update

- a. March 2022 Financial Statements

Mr. Mulaw reviewed the March 2022 financial statements which will be brought to the board for approval at the June 21, 2022 meeting.

b. Overview of 2021 Financials

March 31, 2022 was the cut-off date to post all transactions related to 2021. All expenses were within the appropriated budget for the year.

c. 2021 Audit Update

The auditors were on-site for their reviews in early May, the auditors are currently in the final phases of the audit process.

d. GFOA Award

West Metro recently received the GFOA Excellence in Financial Reporting Award for the Year 2020 – congratulations to the Finance Division for a great achievement.

4. Colorado Department of Corrections to National Renewable Energy Laboratory (NREL) Land Swap

NREL is in the process of taking possession of the Camp George West property that was part of the Colorado Department of Corrections. This property will fall under the contract that is currently in place with NREL. The development of office and laboratory space is planned for this site in the future.

5. Metro Chiefs Update

Chief Lombardi recently attended a Metropolitan Fire Chiefs conference in Memphis. At the conference, the chief transitioned from president to past president. One outcome of the meetings within the conference included progress on an ongoing conversation with the Metro Chiefs pertaining to diversity, equity, and inclusion.

6. Lakewood Police Department Award to West Metro Fire Rescue

Chief Lombardi shared with the board an award that was presented to West Metro on May 18, 2022 for appreciation of the professionalism and selfless conduct demonstrated by the firefighters and paramedics who responded to the Belmar critical incident that occurred on December 27, 2021.

B. Administration – Deputy Chief Jeremy Metz

1. Administration Update

Chief Metz updated the board on the receipt of a grant through CEBT to support wellness programming. Wellness Director, Bob Stratman applied for the year 2021 and for the two years prior which resulted in a total of \$150,000 in funding for wellness and rehabilitation equipment and programming.

The FEMA COVID Firefighter Assistance Grant extended the timeframe to collect COVID-19 related expenses from June 1 to July 1, 2022. All expenses must be submitted by December 31 for reimbursement.

The 2023 budget planning process begins in early June.

2. Station 9 Easement with the Army Corps of Engineers

West Metro has had an ongoing easement agreement with the Army Corps of Engineers that has been in place since the station was built. The easement agreement renews every five years. Chief Metz will plan to have the final details prepared and ready for board approval to renew the easement agreement in time for next month's board meeting.

3. Station 12 Generator Replacement Update

The Station 12 generator underwent a repair recently that was initially successful, followed by a failure during a load test. Unfortunately, the portable generator will need to remain in place until the generator is replaced. A replacement generator is still being pursued through the insurance company. The work has not been out for the bidding process yet. Chief Metz has learned that the lead time to begin replacement for a generator is around 30 months.

4. Administration/JeffCom911 Server Room AC Unit Replacement

The bidding process is underway, Chief Metz is awaiting final legal review on both sides before presenting this project to the board for approval.

C. Operations – Deputy Chief Dan Pfannenstiel

1. Operations Update

Two notable wildland deployments occurred in the month of April. The Training Division is preparing for the upcoming graduation of the WMFR recruit academy on June 8, 2022 at Dakota Ridge High School. The two-week Driver Operator Pumper Program just completed for members interested in operating as acting engineers. This program is a required class for members to be eligible to take the engineer promotional exam. The task force is currently conducting structural collapse course at the Training Center. Preparations are in progress for the upcoming WMFR academy will begin in early August with 32 recruits. The EMS Division

has applied for a matching grant to aid in funding a medic unit. The application for the SAFER grant has been submitted.

D. Life Safety – Deputy Chief Mike Kirkpatrick

1. Comprehensive Project Report – Electronic Report
2. The new plans examiner will begin June 5, 2022
3. Chief Kirkpatrick will be sending about half of the Life Safety Division staff to NREL in June for a training on battery energy storage systems for first responders.
4. The WMFR accelerant detection K-9 passed his recertification exam last week.

E. Other Matters

None.

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

The legislative session just concluded. The legal staff will compile a summary to update the board on any issues that would affect the District.

G. Report of the President – Vice President Marta Murray

Vice President Murray congratulated the board members who were elected and re-elected. Elections for board officers will occur in the month of June.

H. Treasurer’s Report – Treasurer Jerry Cassel

**MOTION: It was moved by Jerry Cassel and seconded by Mike Feeley to approve the February 2022 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 May 12, 2022 Civil Service Committee meeting. The next meeting of the CSC is scheduled for June 9, 2022.

**X. OLD BUSINESS**

- A. Add Participating Member Adams County Fire Department to the CO-TF1 (MOU) – Division Chief Bob Olme

**MOTION: It was moved by Mike Williams and seconded by Bill Clayton to approve the removal of Ft. Lupton; Red, White, and Blue; and Longmont Fire Departments from Colorado Taskforce One, and to include Adams County Fire Rescue by Memorandum of Agreement to Colorado Taskforce One, and to instruct Chief Lombardi or his designee to execute all necessary documents to complete this action. The motion was voted upon and carried.**

- B. Station 12 Bathroom Remodel – Deputy Chief Jeremy Metz

**MOTION: It was moved by Carolyn Wolfrum and seconded by Mike Williams to approve the contract between PG Arnold Construction and the West Metro Fire Protection District to complete the WMFT Station 12 bathroom remodel and authorize Chief Lombardi or his designee to execute all documents associated with this agreement. The motion was voted upon and carried.**

- C. Station 15 Kitchen Remodel – Deputy Chief Jeremy Metz

**MOTION: It was moved by Carolyn Wolfrum and seconded by Mike Williams to approve the proposal from Elyzian LLC dba Peak Ten Construction for the WMFR Station 15 Kitchen Remodel and authorize Chief Lombardi or his designee to execute all documents associated with this proposal. The motion was voted upon and carried.**

- D. Station 15 - CORE Utility Overhead and Underground Easement – Deputy Chief Jeremy Metz

**MOTION: It was moved by Mike Feeley and seconded by Mike Williams to approve the utility overhead and underground easement agreement between CORE Electric Cooperative and the District and to authorize Chief Lombardi or his designee to execute all documents necessary, pending legal review. The motion was voted upon and carried.**

## **XI. NEW BUSINESS**

- A. EMS Discussion – Fire Chief Don Lombardi

Chief Lombardi updated the board on some developments coming out of the Mobile Integrated Health Strategic Planning Team (MIH SPT). MIH SPT has identified limitations in the established partnership with Dispatch Health. As a result, the MIH SPT is recommending discontinuation of the contract with Dispatch Health in favor of hiring mid-level providers as West Metro employees to operate alongside West Metro advanced care paramedics on the Advanced Resource Medic. As the MIH program has developed, the needs of the program have expanded. These proposed changes will allow West Metro to hire the highest quality of mid-level providers, manage consistency in providers, and increase cost recovery. Bringing the mid-level providers on as employees of the District will lend more flexibility to the way in which the program can grow, filling gaps in care. The MIH SPT is looking at partnering with agencies who are expanding needed mental health resources, as well as exploring options for telemedicine.

The proposed shift is to hire two full-time mid-level providers, and a third part-time provider as needed.

- B. Request for the Top Three Names from the Eligibility Register for the Rank of Lieutenant - Fire Chief Don Lombardi

**Chief Lombardi requested and received consensus to request the top three names from the eligibility register for the rank of lieutenant from the Civil Service Committee.**

## **XII. BOARD BRIEFS**

None.

## **XIII. OTHER MATTERS**

- A. Carolyn Wolfrum shared a photo of a recent visit by Chief Lombardi to Shaffer Elementary School's second grade classroom.

## **XIV. EXECUTIVE SESSION**

**MOTION: At approximately 8:24 p.m. it was moved by Bill Clayton and seconded by Jerry Cassel to enter into an executive session pursuant to § 24-6-402(4)(b) CRS for purposes of a litigation update on the Bourne matter. The motion was voted upon and carried.**

**MOTION: At approximately 8:33 p.m. it was moved by Mike Feeley and seconded by Mike Williams to resume the regular board meeting of the West Metro Fire Protection District. The motion was voted upon and carried.**

Vice President Murray announced that no motions were made nor were any votes taken.

## **XV. ADJOURNMENT**

**MOTION: There being no further business to be presented it was moved Mike Feeley and seconded by Bill Clayton 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 8:34 p.m.

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