

RECORD OF PROCEEDINGS

West Metro Fire Protection District
Board of Directors Meeting
June 15, 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 in accordance with the applicable statutes of the state of Colorado, at West Metro Fire Protection District's Training Center, 3535 S. Kipling Street, Lakewood, Colorado, and also made available for public attendance 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 Carolyn Wolfrum	Excused

Also present were Fire Chief Don Lombardi; Deputy Chief Bruce Kral; Deputy Chief Mark Krapf; Deputy Chief Scott Rogers; Ms. Adele Reester, Esq.; Mr. Bruk Mulaw; 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 Jerry Cassel and seconded by Bill Clayton to approve the minutes of the regular meeting of the board of directors dated May 18, 2021, as presented. The motion was voted upon and carried.

V. ELECTION OF OFFICERS

MOTION: It was moved by Marta Murray and seconded by Jerry Cassel to nominate Cassie Tanner for president. The motion was voted upon and carried.

MOTION: It was moved by Cassie Tanner and seconded by Bill Clayton to nominate Marta Murray for vice president, Mike Williams for secretary, and Jerry Cassel for treasurer. The motion was voted upon and carried.

VI. BOARD LIAISON ASSIGNMENTS

Committee Liaison Assignments:

- A. Civil Service Committee – Mike Williams, Jerry Cassel (alternate)
- B. Negotiations Committee – Mike Feeley and Cassie Tanner
- C. Appeals Board – Bill Clayton, Marta Murray, and Carolyn Wolfrum
- D. Legislative SDA Liaison – Carolyn Wolfrum
- E. Construction Review – Mike Williams and Jerry Cassel

VII. CITIZEN AWARD

- A. Presentation of Citizen Award to Aaron Richardville – Fire Chief Don Lombardi
- B. Presentation of Citizen Award to Andres Silva – Fire Chief Don Lombardi
- C. Presentation of Citizen Award to Cheyenne Clark, Matthew Magill, Cory Richardson, and Nick Bloom – Fire Chief Don Lombardi

VIII. 2021 NWCG PAUL GLEASON - LEAD BY EXAMPLE AWARD - CAPTAIN BRENDAN FINNEGAN

Paul Cerda, Chair of the National Wildfire Coordinating Group (NWCG) Award Committee presented Captain Brendan Finnegan with the prestigious NWCG 2020 Paul Gleason Lead by Example Award. The NWCG Leadership Committee created the award to remember legendary wildland firefighter Paul Gleason's many contributions to the wildland fire community and to recognize individuals or groups that exhibit the same spirit and dedication to leadership.

IX. PROMOTIONS

- A. Promote Tyler Sugaski to the Rank of Captain, Promote Daniel Shannon to the Rank of Lieutenant, Effective June 12, 2021, and Promote Shawn Lerch to the Rank of Engineer, Effective June 6, 2021 – Fire Chief Don Lombardi

MOTION: It was moved by Mike Feeley and seconded by Bill Clayton to promote Tyler Sugaski to the rank of captain, effective June 12, 2021, and to promote Daniel Shannon to the rank of lieutenant, effective June 12, 2021, and to promote Shawn Lerch to the rank of engineer, effective June 6, 2021. The motion was voted upon and carried.

X. OATH OF OFFICE FOR CAPTAIN TYLER SUGASKI, LIEUTENANT DANIEL SHANNON, AND ENGINEER SHAWN LERCH

RECESS 7:15 p.m. to 7:30 p.m.

XI. PUBLIC COMMENT

None.

XII. REPORTS

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

1. COVID-19 Update

Chief Lombardi recommends rescinding the emergency declaration on July 31, 2021, that went into effect in March 2020 in response to the COVID-19 pandemic. Reimbursement efforts continue. The Special Districts Association of Colorado (SDA) has been in contact with the governor to consider including special districts in the most recent round of federal government funding to handle the ongoing needs of the pandemic.

2. US&R Update

Captain Tyus has completed team interviews and has moved on to training activities. At present, the team is short of search and rescue dogs and is working with the federal system on response capabilities.

3. Finance Division

a. April 2021 Financial Statements

Mr. Mulaw reviewed the April 2021 financial statements which will be brought to the board for approval at the July 20, 2021 meeting.

4. Accreditation Update

The Annual Compliance Report (ACR) #4 is nearing completion and will be ready for delivery to the Commission on Fire Accreditation International (CFAI) reviewer in advance of the July 15, 2021 deadline. Chief Aseltine will report on the ACR #4 at the July 20, 2021 board meeting.

5. Cardiac Arrest Registry to Enhance Survival (CARES) Award

Chief Lombardi congratulated the EMS Division and Education Coordinator Brandi Miller on receiving the CARES award for high quality reporting practices to the CARES database, resulting in improved patient care and saving lives.

6. Lakewood Reinvestment Authority

Chief Lombardi is looking into details of the representation rules for a potential board liaison to participate in the Lakewood Reinvestment Authority. He will update the board with additional information at a later date.

7. Edgewater Proclamation Recognizing Deputy Chief Bruce Kral

Chief Lombardi received a proclamation from Mayor Keegan of the City of Edgewater to recognize Chief Kral's achievements with Edgewater throughout his career. The letter noted Chief Kral's professionalism, which is demonstrated by his commitment to the community, his outstanding service, his ability to foster and strengthen relationships, and more. Chief Kral has been an integral part of the success of the City of Edgewater in making it a safer place for residents, businesses, and visitors to the area.

B. Administration – Deputy Chief Mark Krapf

1. Administration Update

Individual budget assignments have been made with preliminary 2022 budgets due from the budget authors by August 9, 2021.

The 40th Annual National Fallen Firefighter Memorial will take place in Emmitsburg, Maryland, October 2-3, 2021. West Metro Fallen Firefighter Dan Moran will be honored at the memorial this year.

C. Operations – Deputy Chief Scott Rogers

1. Operations Update

Chief Rogers reported on recent wildland activity. West Metro resources were sent to the Platt River Fire and have been redeployed to the Robinson Fire. The Swiftwater Team was also sent to the Robinson Fire to assist in ferrying the firefighters across the river to access the fire.

Chief Metz wished the board members a happy EMS week.

D. Life Safety – Deputy Chief Bruce Kral

1. Comprehensive Project Report – Electronic Report

2. This will be Chief Kral's final board meeting as he prepares for retirement after a 36-year career in the fire service. Chief Lombardi wished Chief Kral well in retirement and thanked Chief Kral for his service, his outstanding work as a leader in the organization, and his unwavering support in his role as a member of command staff.

E. Other Matters

Chief Lombardi requested to change the September and October board meeting dates. The board agreed to move the meetings to accommodate Chief Lombardi's schedule. The September and October meetings will be held on September 28, 2021 and October 26, 2021.

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

Ms. Reester reviewed recent legislation, and also reported that Cathy Tallerico will handle the legal report at the July 20, 2021 board meeting.

G. Report of the President – President Cassie Tanner

Ms. Tanner is planning to begin negotiations with the union in the weeks ahead.

Ms. Tanner announced that she will be attending the SDA Conference, September 14-16, 2021 where West Metro Fire will be presented with the 2021 Special District of the Year Award. Board members interested in attending the conference should notify Ms. Wheaton for registration.

H. Treasurer's Report – Treasurer Jerry Cassel

MOTION: It was moved by Jerry Cassel and seconded by Mike Feeley to approve the March 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 June 10, 2021 Civil Service Committee meeting. The next meeting of the CSC is scheduled for July 8, 2021.

XIII. OLD BUSINESS

A. Community Wildfire Protection Plan (CWPP) Presentation – Division Chief Clint Fey

Rod Moraga, Chief Executive Officer with Anchor Point Group, reviewed the final draft of the CWPP developed for West Metro which evaluates the hazards and risks for wildfire in the District. Mr. Moraga also demonstrated the interactive map and report interface, once complete, will be linked to the West Metro website, created to aid in engaging the public to take action to reduce wildfire risk. Chief Fey added that the next steps in the process for implementing the CWPP are to hold a stakeholder meeting to develop a road map and game plan to match up with available resources to reduce risk. Chief Lombardi discussed the

goal of adding a wildland coordinator as a uniformed day position to the organizational chart. This new position will allow full-time effort and emphasis on community wildfire planning and coordination of the West Metro wildland team, working with the mitigation plan in the county, working with stakeholders, and beyond. Chief Lombardi requested each board member to become familiar with the contents of the CWPP and will prepare to request approval of this new position at the July 20, 2021 board meeting.

B. Succession Planning – Fire Chief Don Lombardi

1. Chief of Staff

MOTION: It was moved by Marta Murray and seconded by Mike Feeley to approve the temporary position of chief of staff, effective September 1, 2021 and ending December 31, 2022. The motion was voted upon and carried.

2. CO-TF1 Program Manager

MOTION: It was moved by Mike Williams and seconded by Mike Feeley to approve the change of the CO-TF1 program manager position to be at the level of division chief, effective September 1, 2021. The motion was voted upon and carried.

XIV. NEW BUSINESS

None.

XV. BOARD BRIEFS

A. Surplus of District Property – Division Chief Bob Olme

B. Architecture Proposals for Remodel Projects at Station 1, 2, 12, 13, 17 – Division Chief Bob Olme

C. Information Technology Proposed Organizational Chart Change – Fire Chief Don Lombardi

XVI. OTHER MATTERS

A. Next Meeting Location

Due to upgrades in Board Room, the regular location for the board meetings at Administration, the July 20, 2021 and August 17, 2021 board meetings will be held at the Training Center.

XVII. EXECUTIVE SESSION

MOTION: At approximately 8:55 p.m. it was moved by Marta Murray and seconded by Mike Williams to enter into an executive session pursuant to § 24-6-402(4)(b) CRS for purposes of legal advice pertaining to the Bourne and Axtel matters. The motion was voted upon and carried.

MOTION: At approximately 9:04 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.

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

XVIII. ADJOURNMENT

MOTION: There being no further business to be presented it was moved Mike Feeley and seconded by Jerry Cassel 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 9:05 p.m.

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