

South Metro Fire Rescue Fire Protection District  
Special Board of Directors' Meeting Minutes  
April 17, 2023

Present: Jim Albee, Chair  
Renee Anderson, Vice Chair  
William Shriver, Treasurer  
Sue Roche, Secretary  
Kevin Leung  
Rich Sokol  
Bruce Stahlman

Bob Baker, Fire Chief  
Mike Dell'Orfano, Chief Govt. Affairs Officer (absent)  
John Curtis, Deputy Chief – Emergency Services  
Jon Adams, Deputy Chief - Internal Services  
Kristin Eckman, Deputy Chief – Community Services  
Dillon Miskimins, CFO Business Services  
Camie Chapman, CHRO Employee Services  
Bob Cole, Legal Counsel (absent)

Others Present: SMFR Staff Members

**MEETING CALL TO ORDER**

Chair Albee called the Special Meeting of the South Metro Fire Rescue Fire Protection District to order at 7:08 p.m. and welcomed everyone to the meeting.

**PLEDGE OF ALLEGIANCE**

Chair Albee led the Pledge of Allegiance to the Flag of the United States of America.

**ROLL CALL**

All of the Board members were present in person.

**PUBLIC COMMENT**

N/A

**ACTION ITEM**

**Public Hearing – SMFR Resolution No. 2023-06 to Amend 2022 Budget and Appropriate Sums**

Chair Albee opened the public hearing at 7:10 p.m.

CFO Miskimins stated that higher than anticipated medical claim activity and administration fees caused the Self-Insured Medical Fund to exceed the original 2022 budget by \$2.4 million resulting in the need to amend the original 2022 budget for this fund. The additional expenditures are contingencies that could not have been reasonably foreseen at the time of the budget adoption.

A motion was made by William Shriver and seconded by Renee Anderson to approve SMFR Resolution No. 2023-06 to Amend 2022 Budget and Appropriate Sums as presented. All were in favor and the motion carried.

There was no public comment and Chair Albee closed the public hearing at 7:12 p.m.

**DISCUSSION ITEMS**

**Human Performance & Optimization** – Chief Powell introduced the Division, which is comprised of three Bureaus: Training, Wellness and Professional Development whose mission is to foster the healthiest, fittest, best-prepared and highest-performing Emergency Services organization in the World & provided an overview of the Fire Cycle Trainings, Performance Development exercises and Professional Development Overview.

Learning Development Manager Nick Bartley provided a short personal bio, and overview of the Professional Development Team members, and conducted a team exercise with the Board and Executive Team members.

Chief Powell reviewed the external and internal professional development opportunities that are in place and how many chief officers have higher education and have taken advantage of the opportunities.

Chief Eckmann provided an overview of the Fire Service Executive Development Institute (FSEDI) Program she is attending. She is the first chief officer from SMFR to attend this program which is designed to prepare chief officers for the position of fire chief. Her cohort includes other deputy and assistant fire chiefs and fire chiefs.

## **INFORMATION ITEMS**

**Update to Fee Schedules for Fire Code Inspections** – CFO Miskimins reminded the draft resolution presented at the last meeting and there was some feedback and direction from the Board around tweaking language regarding offsetting reasonable costs. In addition, the credit card processing fee was removed from the resolution and replaced with an increase in the actual fee to include the budgeted portion of the credit card fee, taking the fees from 3.1% to 3.8%. This will be brought forward for approval at the May 1<sup>st</sup> meeting.

At Director Sokol's request, Chief Valdez reported that Staff has compared the District's fees to our peers – some of which are higher and some lower. It is important to recognize that SMFR has a shorter turnaround time than any other comparable FDs. Chief Valdez added that SMFR and Colorado Springs are the only two that do a semi-cost recovery model with a philosophy of trying to recover as much as possible while also providing excellent service. The top three types of plan review requests from developers are tenant improvements & sprinkler and fire alarm for tenant improvements at a cost of approximately \$300 - \$600 per permit that incremental increase for each additional square foot at varying thresholds.

At Chair Albee's request, CFO Miskimins stated that the Fire Code Inspection budget is \$2.6M.

Correspondence items in the Board's packet are summarized below as well as other information items that were communicated:

- Chief Powell stated that an invitation will go out tomorrow for the May 8<sup>th</sup> Recruit Class Family Night at the JSF. RSVP's are recommended so the taco truck can plan accordingly.
- Chief Curtis followed up on communication he sent to the board regarding the fire last week that killed one person and sent three others to the hospital, summarizing that the command and control at a 4 a.m. fire at a densely populated residential location made quick decisions, were steadfast with their command and control, and ultimately greatly reduced additional injuries. Shout out to Chiefs Mayhew and Bowker and their crews. At Director Sokol's request, Chief Valdez stated that SMFR, ACSO and the Bureau of Alcohol, Tobacco, Firearms and Explosives Division are conducting a very intense investigation.
- Director Sokol stated that he ran into a DCSO Officer who informed that Officer Dan Brite is doing well & still working for the department.
- Local 2086 President Dzengelewski:
  - South Metro Professional Firefighters Foundation President Shawn Cummings will be making a presentation at the May 1<sup>st</sup> Board Meeting to talk about Foundation's work and events.
  - Thanked Chiefs Eckmann and Baker & Chair Albee for their presentation tonight during the TJTC Dedication Ceremony and expressed how much their commitment means to the members.

## **EXECUTIVE SESSION (UPON MOTION)**

This was deferred to the May 1<sup>st</sup> meeting.

## **NEXT MEETING**

The next Regular South Metro Fire Rescue District Board of Directors' meeting will take place on May 1, 2023, at 6:00 p.m. at 9195 East Mineral Avenue, Centennial, CO.

**ADJOURNMENT**

The meeting was adjourned by Chair Albee at 8:10 p.m.

Attested by: James E. Albee

Date: May 1, 2023