

South Metro Fire Rescue Fire Protection District
Special Board of Directors' Meeting Minutes
March 22, 2021

Present:	Jim Albee, Chair	Bob Baker, Fire Chief
	Renee Anderson, Vice Chair	Vince Turner, Acting Fire Chief
	William Shriver, Treasurer	Mike Dell'Orfano, Assistant Chief
	Hank Eng, Secretary	Tobias Kirschke, Assistant Chief
	Cindy Hathaway	Kevin Milan, Assistant Chief (absent)
	Alison Rausch	Jon Adams, Assistant Chief (absent)
	Sue Roche	Dillon Miskimins, Chief Financial Officer
		Kristin Eckmann, Chief Communications Officer (absent)
		Bob Cole, Legal Counsel

Others Present: Highlands Ranch Metropolitan District General Manager Mike Renshaw, Cognitive Performance Manager Nick Bartley & other SMFR Staff

MEETING CALLED TO ORDER

Chair Albee called the special meeting of the South Metro Fire Rescue Fire Protection District to order at 6:04 p.m. and welcomed everyone to the meeting, which was held at the new Station 20.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

All of the Board Members were present in person.

PRESENTATION

Partner Agency Update – New Highlands Ranch Metropolitan District General Manager Mike Renshaw commended everyone involved in the creation of the new station and provided a summary of his experience as a veteran of the United States Navy, law enforcement, and working closely with fire and EMS personnel over his 27 years in local government leadership and management. GM Renshaw provided a review of some upcoming initiatives in relation to technology, agendas & meetings, website management and performance measurements. He also provided a capital projects overview, highlighting new district signs, new senior center and state park renovation including new skate ramps.

Director Anderson thanked GM Renshaw for providing information on all of the capital projects that SMFR will be responding to and for maintaining the good relationships between the agencies.

At Chair Albee's request, GM Renshaw reviewed the timeframe for meeting with the Board to set priorities and objectives as well as meeting with work groups to adjust lower priority capital projects, as needed. Director Anderson provided a high-level overview of priority-based budgeting.

At Chair Albee's request, GM Renshaw explained that the International City/County Management Association (ICMA) has elaborate resources and a national benchmarking system that is very helpful with the creation of key performance indicators (KPIs), skills for objective performance evaluation and maintaining focus on continuous improvement.

The Board and Staff thanked GM Renshaw for his presentation.

STATION TOUR

Chief Turner and Captain Slater provided a tour of the station.

ACTION ITEMS

N/A

DISCUSSION ITEMS

Financial Planning – Chief Financial Officer Miskimins stated that, similar to last year, various presentations will be made over the next few months to assist with financial planning. This is the first presentation in that series.

Shift Schedules – Chief Baker introduced Cognitive Performance Manager Nick Bartley, his co-presenter, who was originally contracted about a year ago to do work for the department and recently hired on full-time. CPM Bartley provided a summary of his background & passion for serving those who serve. Chief Kirschke added that CPM Bartley will be helping us be a trailblazer in this area by building a model for SMFR and other agencies.

Chief Baker opened the presentation on Sleep Deprivation and Impacts, highlighting:

- SMFR's culture is to value the safety, health and wellness of all of our personnel
- How we do this – by identifying what's harming our firefighters
 - Cancer
 - Cardiac
 - Suicide
- How SMFR is responding
 - Cancer – Contributing factor is exposure
 - Cardiac – Contributing factor is high BMI, obesity, etc.
 - Suicidal Ideation – Contributing factor is PTSD, depression, etc.
- Common thread – Sleep deprivation
 - Cognitive
 - Neurological
 - Heart
 - Joints
 - Metabolism
 - Immunity
 - Systemic Performance Decrease
- Impact of Chronic Sleep Debt
 - Physical – increase in illness/injury/body weight/reaction time & decrease in motor control
 - Emotional – increase in negative emotions/risk of depression & decrease in ability to cope
 - Cognitive – decrease in critical thinking/moral judgement/memory formation/information processing/accuracy of performance self-appraisal
- What is SMFR doing to contribute to minimizing sleep deprivation
 - Station alerting system – only rigs that are called for service are alerted in stations
 - All SMFR stations have this except Stations 35 and 37
 - Sleep Study
 - Partnering with Dr. Joel Billings, Assistant Professor, Department of Security and Emergency Services at Embry-Riddle Aeronautical University
- What else can we do
 - Look at shift schedules
 - SMFR Firefighters work 56 hours per week
 - Shift schedules are currently at 48/96
 - Data shows that this shift schedule (working 48 hours straight) has contributed to sleep deprivation
 - SMFR station analysis
- Next Steps – What Now
 - Local 2086 and Staff looking at schedule options
 - Possible reduction in work week
 - Define funding needs – personnel and/or other costs associated

- Quantify plan and impact and present to Board for recommendation

After discussion, it was agreed that the ETeam would work with Local 2086 to determine the problems caused by the 48/96 schedule, the best alternative schedule, and cost analysis. The Board directed Staff to provide them with lots of data and deep discussions throughout the process.

INFORMATION ITEMS

April Board Meeting Preview – Chief Dell’Orfano provided an overview, including:

- National Public Telecommunicators Week Resolution – annually the second week in April in recognition of the SMFR dispatchers for their diligence and professionalism in helping to keep our citizens, employees and visitors safe.
- Disaster Declaration Repeal – SMFR is contemplating repealing its disaster declaration but still able to submit reimbursement for COVID-related expenses.
- Dispatcher Reclassification – With the major changes to the responsibility of the position over the past several decades, there has been an effort in Congress to reclassify them as first responders instead of clerical & resolutions have been adopted by some jurisdictions in support of this.
- Aurora Exclusions – Same as the exclusion from last month, there will be six more petitions have been submitted and, if approved, will still meet the May deadline for taxation in 2022.
- Accreditation – The paperwork was submitted last week to determine whether or not we are worthy of a site visit. If approved, it will likely take place the last week of April. Traditionally, Board Members have had opportunities to participate in the process.
- The April Special Meeting will be held at the JSF for the next in the series of budget discussions.

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

- Government Finance Officers Association awarded the South Metro/Cunningham Fire Rescue Authority the Certificate of Achievement, the highest form of recognition in the areas of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.
- A thank you note was received from Tedula International Project Engineer Wallin to Assistant Fire Marshal Herian, Fire Inspector Russell and Plan Reviewer Jeff Sceili for going above and beyond throughout the course of the construction of their project, which includes top secret processes in 90,000 square foot clean room of the overall 170,000 square foot tenant improvement. Director Shriver shared that this brought back memories of when he came out of graduate school he interviewed working with a blood separation company where there were also top secret processes.

EXECUTIVE SESSION

N/A

NEXT MEETING

The next Regular Board of Directors’ meeting to be held on April 5, 2021, 6:00 p.m. at 9195 East Mineral Avenue, Centennial, CO

ADJOURNMENT

Chair Albee adjourned the meeting at 9:25 p.m.

Attested by:  Date: Apr 5, 2021