

South Metro Fire Rescue Fire Protection District
Regular Board of Directors' Meeting Minutes
April 4, 2022

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

Others Present: Former Greenwood Village Mayor Ron Rakowsky, Former Board Member Margaret Rakowsky, Retired U.S. Navy officer & retired Chancellor of Colorado Technical University of Colorado Springs Coy Ritchie & SMFR Staff Members

MEETING CALL TO ORDER

Chair Albee called the Regular Meeting of the South Metro Fire Rescue Fire Protection District to order at 6:01 p.m. and welcomed everyone to the meeting.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

Director Roche was in attendance via Teams, all other members of the Board were present in person.

PUBLIC COMMENT

Mr. Ralph Gomez, Government Affairs Director for Good Life Restoration of Sacramento, California just acquired 70% of a fire loss/restoration team and brought some of the employees to Colorado to educate them on when, where, and how to respond and get acclimated and involved with emergency services but not get in the way. Mr. Gomez introduced former Sacramento Metropolitan Fire District Battalion Chief & Good Life's Emergency Services Liaison John Buchanan, who stated he has 43 years in the fire service, loved every minute of it and misses it. Mr. Gomez expressed appreciation for the Board for allowing them to introduce themselves and sit in on the meeting.

PRESENTATION

Military Order of World Wars Law and Order Award to EMS Clinical Services Director Jodi Peterson – Former Greenwood Village Mayor Ron Rakowsky stated that in April of 1989, he had his first interaction with the Castlewood Fire Protection District and noticed special things go on with the District. He and his wife Margaret have a long history of involvement with the department and are happy to see that on Thursday there will be a ceremony in the nation's capital recognizing SMFR and validating his view of SMFR having the best EMS units in the USA. Mayor Rakowsky introduced retired US Navy officer and retired Chancellor of Colorado Technical College in Colorado Springs Coy Ritchie. Mr. Ritchie stated that he is a member of the Vietnam Veterans of America, who held their meetings in this room until they outgrew it. As the Commander of the Denver Chapter of the Military Order of World Wars (MOWW), Mr. Ritchie provided a brief history of WWI General John Pershing, aka Blackjack Pershing, and member of his Staff's commitment not to forget the sacrifices the military made in WWI. The MOWW was started in 1919 to promote and encourage good citizenship, patriotic education, military and public service, national security and youth programs. Mayor Rakowsky, Chair of the Patrick Henry Award, which is an award designed to provide recognition to local officials and civic leaders, who are in a position of great responsibility distinguish themselves with outstanding and exceptional service, provided the committee

information on what the district was doing and invited Captain Peterson and some fellow firefighters to provide an introduction and demonstration of the use of the Point of Care Ultrasound (POCUS) which assists paramedics in confirming specific diagnoses in the field to forward their goal of improving patient outcome. SMFR worked with local physicians and the Rocky Vista University College of Osteopathic Medicine to make sure that all of the protocols were in place and SMFR paramedics received the proper training. Mr. Ritchie stated the Committee & MOWW were very impressed and presented Captain Peterson with the Silver Patrick Henry Award and read the citation.

CONSENT AGENDA

March 7, 2022 South Metro Fire Rescue Fire Protection District Regular Board Meeting Minutes

A motion was made by Renee Anderson and seconded by William Shriver to approve the consent agenda as presented. All were in favor and the motion carried.

ACTION ITEMS

SMFR Resolution No. 2022-05 Proclaiming the Week of April 10-16, 2022 as National Public Safety Telecommunicators Week – Emergency Communications Director Tyler March thanked the Board for the opportunity to present the resolution recognizing SMFR’s emergency dispatchers for telecommunications week. EC Director March stated that February 16, 1968 marked the first time a 9-1-1 call was ever made in the U.S. Patricia Anderson, a dispatch supervisor for Contra Costa, California Sheriff’s Office, conceived the idea for a National Public Safety Telecommunicators Week in 1981. It wasn’t until 1991 that the National Public Safety Telecommunicators Week was formally recognized and is now celebrated each year during the second full week of April to coincide with National 9-1-1 Education Month. It is now estimated that over 240 million calls are made to 9-1-1 in the United States each year. In 2021, South Metro Emergency Dispatchers processed roughly 48,000 calls for service. With a national shortage of emergency dispatchers, and with the federal government still not willing to recognize these individuals as true first responders, many do not have the desire to continue in the profession, making this recognition of SMFR’s Emergency Dispatchers mean even more. Staff is asking the Board to approve the resolution.

At Director Eng’s request, EC Director March stated that the organization is great about recognizing the Emergency Dispatchers as first responders, it is just not recognized at the Federal level and so the APCO and NENA industries continue to work with local and national representatives to get legislation pushed through. Director Eng suggested reaching out to representative Jason Crow, if they have not already done so.

At Chair Albee’s request, EC Director March stated that SMFR’s center is fortunate to have a low turnover. The last two vacancies were due to a retirement and a change in life circumstances. During the recent recruitment process, Staff was happily surprised by the number of applications received which produced some viable candidates.

At Director Anderson’s request, EC Director March stated that SMFR is very fortunate to have such great support from the Communications Division promoting them in social media, in fact Michelle Khare just completed A Day in the Life of a Dispatcher YouTube video with the Emergency Dispatchers which is set to be released on Tuesday or Wednesday.

Chair Albee stated that this is a very important resolution and read the resolution in its entirety.

A motion was made by Hank Eng and seconded by Alison Rausch to approve SMFR Resolution No. 2022-05 Proclaiming the Week of April 11 – 16, 2022 as National Public Safety Telecommunicators Week as presented. All were in favor and the motion carried.

February 2022 Financial Statements – CFO Miskimins reviewed the financial statements, highlighting:

1. Fund balance increased by \$31.5 million compared to the prior month bringing the fund balance to a total of \$85.6 million.
2. Through February, the District has collected \$42.9 million in property taxes and \$1.5 million in specific ownership tax revenue, which reflects 34.14% collection vs. 33.26% at this time last year for property taxes, and 14.18% vs. 16.56% for specific ownership taxes. A total of \$170,586 of property taxes have been diverted to TIF in 2022.

3. As of February 28th, the District has expended \$22.6 million in the General Fund related to operations or 14.7% of the annual budget not including Capital Project transfers.
4. Ambulance number of transports have exceeded 2022 budget expectations by 793 transports, for a total number of transports of 3,841 through February. The District's net revenue is \$412k over the year-to-date budgeted amount and \$481k more than the same period last year.
5. Through February, the District has expended \$764k and 5.62% of our total budgeted expenditures in the Capital Fund.
6. Through February, the District has billed \$390k in Plan Review Fees or 21.4% of the total budgeted amount.
7. In February, the District recorded its budgeted \$15 million transfer from the General Fund to the Capital Projects Fund.

CFO Miskimins added that a new schedule has been added to the Board's packet for Prepaid Capital Project Expenses, which will continue to be maintained.

At Chair Albee's request, EMS Chief Curtis stated that the increase in transports stems back to the fallout from COVID. When you look at how people were scared to go to the hospital or primary care physician during COVID they are now using those services again, acuity is up and the volume in the use of 9-1-1 services is changing all over the country. CFO Miskimins added that the call volume is also up, not just in transports. According to our brokers, the claims for medical benefits have also seen an uptick in utilization of the health care system.

At Chair Albee's request, CFO Miskimins confirmed that the numbers on the COVID slide is money that the District is going to collect.

At Chair Albee's request, CFO Miskimins will confirm the excise taxes reported & stated that those funds would be used for a new station, apparatus or anything generally servicing the Town of Parker. Chief Dell'Orfano confirmed that the general intent is that we are collecting those taxes with the intent to use those within the boundaries or service area around the Town of Parker.

A motion was made by William Shriver and seconded by Cindy Hathaway to accept the February 2022 Financial Statements as presented. All were in favor and the motion carried.

Apparatus Replacement Purchase – Four Type I Fire Engines - Fleet Manager John Frank reminded that the current SMFR Fleet Capital Replacement Schedule reflects funding for one replacement Engine in 2022, one in 2023 & two in 2024 for a total of \$3,459,570. Completing of the RFP process for Engines with four vendors in early 2022 revealed a seven percent price difference from low to high bid with build times estimated at 16-22 months. Considering costs, parts inventory, and consistency of fleet for both operational & maintenance aspects, Staff recommends continuing to purchase Pierce brand Engines. The RFP price from Pierce for Engines was quoted as \$879,551 each but additional savings can be realized with multi-unit purchasing (\$5,000/unit savings) and pre-payment discounts (\$34,468/unit savings). Pierce has estimated 615 days from order to build pushing the delivery of Engines to December of 2023. With prices rapidly increasing & the optional multi-unit purchase discount, Staff recommends purchasing planned Engines for budget years 2022, 2023 & 2024 at this time. The purchase of four (4) Pierce Type I Fire Engines for \$840,083 each, after discounts, totals \$3,360,332. Staff recommends approving the purchase of these 4 engines for an amount not to exceed \$3,459,570 with any remaining funds be allowed to use for contingency for factory change orders that may arise during the builds. Estimated in-service of these four apparatus would be quarter one of 2024.

At the request of several of the Directors, CFO Miskimins clarified that this is part of the 10-year apparatus replacement schedule but has been moved up in anticipation of the 20+ month build out timeframe. FM Frank reminded that the cost went up \$100,000/unit between last year's purchase approval and now. CFO Miskimins stated that the funds will be moved from Capital Projects Reserve into Prepaid in the Non-Spendable Section of the Capital Projects Fund & reminded that this was anticipated in the cash flow models. FM Frank stated that the difference between the \$3.4 & \$3.3 million totals is the pre-paid discount & those funds will be used for any unforeseen expenditures.

At Chair Albee's request, FM Frank stated that more homework needs to be done to confirm what is needed in the Aerial RFP planned for next year.

A motion was made by Alison Rausch and seconded by William Shriver to approve the Apparatus Replacement Purchase of Four Pierce Type I Fire Engines for a total amount not to exceed \$3,459,570 as presented. All were in favor and the motion carried.

SMFR Resolution No. 2022-06 Adopting a Violence-Free Workplace Policy – Chief Dell'Orfano reminded that on August 16, 2021 and January 24, 2022, the Board discussed the regulation of firearms. This topic was discussed since Senate Bill 21-256 was signed into law and allows local governments, including special districts, to enact regulations that prohibit the carrying of concealed handguns in a building or area under direct control of the District. Based on Board feedback of SMFR's existing Violence-Free Workplace Policy, additional exceptions need to be incorporated that allow concealed handguns in some public areas where handguns are not already prohibited by a lease, use or other agreement. Additionally, the need for signage needed to be incorporated. Therefore, Staff has prepared a revised policy along with a Board resolution adopting that policy. It should be noted that the policy and existing lease, use, and other agreements granting the right to use public areas within SMFR's facilities, prohibit firearms and handguns in most locations and situations. Very few public areas/uses would allow such weapons. These would include the Board Room only when used for Board meetings and potentially public use of a limited number of meeting rooms. Staff recommends approval of the resolution unless the Board desires further revisions, those can be discussed and action can be delayed, if necessary to another Board meeting.

Director Anderson stated that she would like to see two separate documents; one specifically related to the required modifications or explanations related to SB 21-256 and the Violence-Free Workplace Policy as a separate non-Board policy. Director Rausch reiterated that the Board would not need to see the policy, it just needs to reference SB 21-256 so the two align. Directors Shriver, Hathaway and Eng agreed.

After a short discussion, Chair Albee clarified that the Board would like to have the resolution reworked to reflect the SB 21-256 compliance/alignment, maintain the first four recitals, delete the fifth and sixth, reword the seventh & rename the resolution to a Handgun Policy.

Chief Dell'Orfano will take the Board's direction and have the updated resolution ready for presentation at the May Regular Board Meeting.

DISCUSSION ITEMS

Fund Balance and Reserve Policy – CFO Miskimins presented a draft Board policy on fund balances and reserves, reviewing the highlights and any feedback and direction from the Board will be incorporated into the policy and brought back for board consideration and approval at a future Board meeting.

Director Anderson suggested a review of the excess funds in the Operation Reserve conducted at the end of the year to determine how much we underspent.

Chair Albee stated the policy is very well done & suggested, for posterity, an enhancement elaborating why we are doing what we are doing and how we anticipate getting to where we want to be. Directors Shriver and Anderson confirmed that the plan was also to have funds available that would allow the District to move forward earlier on planned projects.

At Chair Albee's request, Chief Dell'Orfano confirmed that this is different than the prior discussed resolution & is a Board policy and the entire policy would need to be approved by the Board.

INFORMATION ITEMS

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

- Director Anderson attended the recent Partnership of Douglas County Governments breakfast, which included a presentation from the Mayor and City Manager of Louisville regarding the Marshall Fire and it was really very well done, very interesting, informative and thought provoking.
- Director Anderson noted the Order and Certification of Dissolution of Special District included the packet confirms that the Cunningham Fire Protection District has been dissolved.
- Director Hathaway reported she attended the Littleton City Council meeting with Chief Valdez and noted that the Council is considering approving the 2021 International Fire Code and his input and clarifications were well received.
- Director Hathaway attended the Littleton Elks Club Annual Awards Banquet where Firefighter Dan Johnson and EMS Captain Jodi Peterson were awarded Firefighter and Staff Member of the Year, respectively.
- Director Shriver received some information from Chief Dell'Orfano to assist with responding to a citizen's concerns with roads impacted by new Aurora development, which seemed to answer her questions.
- Chief Baker reminded that five Staff members and Chair Albee will be headed to Washington, D.C. to attend the Congressional Fire Service Institute (CFSI) Annual Fire and Emergency Services Symposium and Dinner, where SMFR will be receiving the CFSI/Masimo Excellence in Fire Service-Based EMS Award. A letter of congratulations was received from Senator Hickenlooper.
- Chief Dell'Orfano reported that the District closed on the sale of the Lima property today & thanked Chair Albee for signing the paperwork.
- A thank you note to Engine 17 for their professionalism and appropriate continued assistance provided to an elderly lady who had fallen and needed some hygiene assistance while she was waiting for her family to come and help.
- A thank you note was received from the family of a patient that presented as a cardiac arrest last October.
- A thank you email was received for the crew at Station 20 who provided a station tour for the 70th birthday of a Highlands Ranch citizen and her friends.
- A thank you letter was received from Mountain View Fire Protection District for assistance during the Marshall Fire in Boulder County.
- A thank you note was received from ADS/Safe Systems in Louisville for assistance during the Marshall Fire.
- A group of thank you cards were received from residents of the Summit Neighborhood in Louisville for assistance during the Marshall Fire.
- A thank you letter was received from West Metro Fire Protection District to Captains Hendee and Ryan for their participation as assessors in their recent captain promotional examination.

EXECUTIVE SESSION (UPON MOTION)

A motion was made by Jim Albee and seconded by Sue Roche at 7:34 p.m. to convene to Executive Session pursuant to §24-6-104(4)(b) for a conference with legal counsel regarding the Colorado Open Meetings Law and the Preliminary Injunction Order in Marshall v. Douglas County Board of Education, et.al. and pursuant to §24-6-104(4)(b) to consult with legal counsel regarding the Espinosa family notice of claim. All were in favor and the motion carried.


The regular meeting reconvened at 8:05 p.m. with no action taken.

NEXT MEETING

The next Special South Metro Fire Rescue District Board of Directors' meeting will take place on April 18, 2022, at 6:00 p.m. at Centennial Airport Administration Building, Room 115, 7565 S. Peoria Street, Englewood, CO.

ADJOURNMENT

The meeting was adjourned by Chair Albee at 8:05 pm.

Attested by: 

Date: May 2, 2022