

South Metro Fire Rescue Fire Protection District
Regular Board of Directors' Meeting Minutes
November 7, 2022

Present:	Jim Albee, Chair	Bob Baker, Fire Chief
	Renee Anderson, Vice Chair	Mike Dell'Orfano, Chief Govt. Affairs Officer
	William Shriver, Treasurer	John Curtis, Deputy Chief – Emergency Services
	Sue Roche, Secretary	Jon Adams, Deputy Chief - Internal Services
	Cindy Hathaway (excused absence)	Kristin Eckmann, Deputy Chief – Community Services
	Kevin Leung	Dillon Miskimins, CFO Business Services
	Rich Sokol	Camie Chapman, CHRO Employee Services
		Bob Cole, Legal Counsel

Others Present: 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 6:13 p.m. and welcomed everyone to the meeting.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the flag was cited at the SMFR Volunteer Firefighter Pension Board of Trustees' meeting.

ROLL CALL

Director Hathaway's absence was excused. All of the other Board members were present in person.

PUBLIC COMMENT

N/A

PRESENTATION

Hurricane Ian Overview – Captain Brian Delasantos stated that Colorado has five All-Hazard Type 3 IMT Teams that are deployed when in-state resources are overwhelmed. It is a state-to-state agreement. Florida reached out to the entire country and Colorado was able to put together a team to help, with members from four of the State's teams for a two-week deployment. Once on scene, the 13-member team acted as emergency operations center support for the state of Florida, assigned to a logistics staging area located in Ocala where they were responsible for receiving and distributing supplies to the affected areas. After 7 days in Ocala, the team was reassigned to Sanibel Island to help local agencies organize their recovery. Captain Delasantos provided images of the damage and the team's working & living arrangements.

SMFR Volunteer Firefighter Pension Board of Trustees Member Jack Gilliland noted that fellow BOT Member Walt Burns volunteers for the Red Cross and was also in Florida assigned to Pine Island.

At Director Sokol's request, Captain Delasantos understands that they were able to get the road open to Sanibel Island to the point that the public is able to coordinate getting back and forth & that he and Chief Christopoulos were supposed to represent SMFR on the team but Chief Christopoulos had a prior commitment. Adding that the most important lesson learned was the importance of having good working relationships in place between the governmental agencies & not waiting until an emergency.

At Director Leung's request, Captain Delasantos explained that the Emergency Management Assistance Compact (EMAC) assists with the sharing of resources from all disciplines, protects personnel who deploy, and reimburses for mission-related costs. Florida requested assistance, EMAC started putting together a team & Florida paid the costs up front and received a 75% match from FEMA.

The Board thanked Captain Delasantos for the presentation and thanked both him & Pension BOT Member Burns for their service.

CONSENT AGENDA

October 3, 2022 South Metro Fire Rescue Fire Protection District Regular Board Meeting Minutes
October 17, 2022 South Metro Fire Rescue Fire Protection District Special Board Meeting Minutes

A motion was made by Sue Roche and seconded by Kevin Leung to approve the consent agenda as presented. All were in favor and the motion carried.

ACTION ITEMS

Public Hearing – 2023 Budget

Chair Albee opened the Public Hearing at 6:42 p.m.

CFO Miskimins, as a follow up to the overview presented on October 3rd, reported that two columns have been added to the 2023 Draft Budget; Budget v1 vs. v2 & Percent Change Budget v1 vs. v2. Also noting that there is a decrease in revenues for 2023 by .68% as compared to 2022.

CFO Miskimins provided an overview, highlighting:

- Components that make up property taxes
- 2023 budget – property taxes
- Components of other revenue categories
- Other Income
- Expenses
- Components of total salaries
- Components of benefits
- Overtime
- Operating expenses
- Capital expenses
- Long-term plan

At Director Sokol's request, CFO Miskimins confirmed that this is the first time in his tenure here that the District has had reduced revenue in a non-assessment year; at the Board's direction, Staff will create separate resolutions for the Board to vote on in regard to accepting or not accepting abatements & at Director Anderson's request, will send the abatement analysis to Directors Leung & Sokol.

At Director Anderson's request, Legal Counsel Cole stated that the assessed values are from 2021 and changes are from properties coming on and off the tax rolls. CFO Miskimins reminded that the RAR reduce from 7.15 to 6.95. Staff will ask the assessors for examples of how property is removed from the tax rolls. Chair Albee stated that he has full faith that Staff took the numbers directly from the counties and put them into the calculations.

At Director Sokol's request, Emergency Dispatch Director March reported that if the Board desires, they can negotiate a raise in dispatch fees during the next negotiation period, which is about three years from now.

At Director Leung's request, CFO Miskimins explained how the net investment income loss is actually a paper loss, because it is rare for the District to sell bonds before they are matured, but the District is required to report it.

At Director Sokol's request, CFO Miskimins will provide the components of total salaries in order for the Board to be able to understand the 6.62% increase.

At Director Anderson's request, CFO Miskimins stated that we budgeted to end 2022 with \$14 million in fund balance in the Capital Projects fund, so between the transfer from the General Fund and the reserves in the Capital Projects fund, there is adequate funding to cover the \$19.6 million of capital projects budgeted in 2023 & provided an overview of the Mineral HQ remodels long-term plan. At Director Sokol's request, CFO Miskimins explained that the reserve decline is due to the fact that the district was much smaller so the percentage of reserves were much higher due to lower expenses; then growth of the department & station construction started and that used up some of those reserves. Chair Albee suggested overlapping the graphs to reflect operating funds in numbers or total dollars. Chief Baker suggested adding the timing of the rebuild of Stations 31, 32 and 20 to the graph timeline.

There was no public comment and Chair Albee closed the public hearing at 7:59 p.m.

A break was taken at 8:00 p.m.

The meeting reconvened at 8:17 p.m.

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

1. Fund balance decreased by \$4.9M compared to the prior month bringing the fund balance to a total of \$103.9M.
2. Through September, the District has collected \$124.6M in property taxes and \$7.2M in specific ownership tax revenue, which reflects 99.14% collection vs. 99.20% at this time last year for property taxes, and 67.79% vs. 82.67% for specific ownership taxes. A total of \$739,486 of property taxes have been diverted to TIF in 2022.
3. As of September 30th, the District has expended \$109.3M in the General Fund related to operations or 71.06% of the annual budget not including Capital Project transfers.
4. Ambulance transports have exceeded 2022 budget expectations by 1,424 transports, for a total number of transports of 16,909 through September. The District's net revenue is \$825K over the year-to-date budgeted amount and \$1.08M more than the same period last year. Total bad debt has increased in 2022 as compared to 2021. Through September this year, bad debt as a % of net revenue is at 22.7% as compared to 21.3% in 2021. Collections received as % of bad debt is at 9.9% through September this year as compared to 12% in 2021. Due to the increase in bad debt, we are projecting to end this year close to the total budget for ambulance revenue. The increase in net sales collection is being offset by the increase in bad debt.
5. Third quarter excise taxes of \$106,599 have been recorded, which brings the total excise tax amount to \$420,612 or 87.63% of the annual budget.
6. Through September, the District has billed \$1.8M in Plan Review Fees or 101.32% of the total budgeted amount.
7. In September, the District received the annual Medicaid supplemental payment in the amount of \$6,951,772 compared to the budgeted \$6,377,395.
8. Through September, the District has expended approximately \$6.1M or 44.89% of our total budgeted expenditures in the Capital Fund.
9. The District placed in service three Type 1 fire engines in the amount of \$2.9 M. This amount was previously recorded in the prepaids account and has been expensed in the "vehicles and apparatus" line of the Capital Projects Fund.

CFO Miskimins added that quarterly PFM & Chandler Asset Management reports were included in the packet.

At Chair Albee's request, CFO Miskimins will take a look at plan review fee numbers & at Director Sokol's request will check into the funding for the Medicaid supplemental payment.

A motion was made by William Shriver and seconded by Rich Sokol to accept the September 2022 Financial Statements as presented. All were in favor and the motion carried.

2022 Ambulance Revenues Review – CFO Miskimins provided an overview of the 2022 revenues, highlighting:

- Cumulative ambulance number of transports
- Cumulative ambulance gross revenues
- Cumulative ambulance net revenues
- Gross revenue relative to number of transports by month,
- Net sales relative to budget by month
- Cumulative ambulance bad debt
- Cumulative collection fees
- Average gross revenue per call
- Average net revenue per call
- Payer mix

At Director Anderson's request, Chief Curtis reminded that the call numbers reduced in 2020 and slightly increased in 2021 as we started to emerge from COVID, people started using their benefits and then came the fallout in health care in the last year and a half, midlevel providers are not as robust, and people began inundating the emergency rooms as they figured out that would get them in one way or another and not have to wait 6 hours. They are not only seeing an increase in transports but they are also seeing skyrocketing nursing home calls. Staff is trying to find some mitigation pieces and changes in response strategies to get the right resources to the right place.

At Director Sokol's request, Chief Baker stated that the 9.25 mill levy is not designed to pay for EMS transport care, it is designed to pay for fire responses. If you look at most of the area districts, they are utilizing private ambulance companies. Chief Curtis added that we provide an EMS transport as an added bonus to our citizens and additional resources. Legal Counsel Cole added that the EMS component evolved out an Enterprise Fund that always had to be subsidized, illustrating that it was not a part of the concept of funding through the mill levy. At Director Leung's request, CFO Miskimins stated that the actual cost for transport is \$5K and we charge \$1,275 and added that we do not just transport our citizens, we transport people traveling through the District.

SMFR Resolution No. 2022-09 A Resolution Terminating Expired Fire Station Cell Site Lease Agreements – Chief Dell'Orfano reminded that on October 3, 2022, the board discussed cell sites located at fire stations since some of the leases signed back in 1997-2005 are close to expiring. Background information, historical perspectives, stakeholder feedback, options, and pros and cons were discussed. Based on board feedback, a resolution was prepared that provides the philosophy behind a decision to discontinue leases as they expire, should the board choose to approve the resolution at tonight's meeting.

At Chair Albee's request, Chief Dell'Orfano informed that a recent cell tower contract was cancelled by the provider and they physically went and took all of the equipment and some of what was attached to the building. Staff allowed them to leave some items that would have caused structural damage to the building, but all of the infrastructure was removed. Legal Counsel Cole added that generally the contracts require that they leave the building the way they found it.

A motion was made by Sue Roche and seconded by Kevin Leung to approve SMFR Resolution No. 2022-09 A Resolution Terminating Expired Fire Station Cell Site Lease Agreements as presented. All were in favor and the motion carried.

SMFR Resolution No. 2022-10 A Resolution Declining Participation in the Colorado Paid Family and Medical Leave Insurance Act – CHRO Chapman, referencing the October 17, 2022 board discussion regarding the Colorado Paid Family and Medical Leave Insurance Act where information regarding the requirements of the Act, the options available to the District and the advantages and disadvantages to the District and employees of the District regarding participation in or declining participation in the Act were discussed. Based on board feedback, a resolution to officially decline participation

in the Act was prepared should the board choose to approve it tonight. SMFR employees were provided with the written notice of the regular meeting and had the opportunity to provide comments to the board prior to their taking a vote.

A motion was made by Renee Anderson and seconded by Sue Roche to approve SMFR Resolution No. 2022-10 A Resolution Declining Participation in the Colorado Paid Family and Medical Leave Insurance Act as presented. All were in favor and the motion carried.

DISCUSSION ITEMS

Station 15 Update – Chief Milan presented the design overview for Station 15, highlighting the station design program, design walk through of the site, first & second floor, and architecture & that Staff is looking for feedback and direction from the Board. CFO Miskimins reviewed the timeline and process; Chief Eckmann reviewed the community engagement and Chief Curtis reviewed the temporary deployment model.

At Chair Albee's request, Chief Milan explained the staff design process and potential adjustments due to budget and how they worked through the site limitations.

At Director Sokol's request, Chief Milan stated that Federal ADA requires an elevator for both internal and external customers. Director Sokol stated that he brought this up to the Mayor of Centennial to find out if we could get a waiver and she was going to check into it. FM Valdez stated it is unlikely that a waiver would be granted.

Director Anderson stated that she would rather the station be overbuilt than underbuilt when long-term planning & the unknown science of the future.

INFORMATION ITEMS

Third Quarter Report Overview – Strategic Services Manager McAndrews provided an overview of the quarterly report and SMFR's standard analytical process, highlighting:

- SMFR is service driven – a balance of quantitative and qualitative experiences
 - Qualitative input
 - Intuition
 - Past experience
 - Data collection and analysis
- Data Process for Incidents
 - Computer Automated Dispatch (CAD) / 911
 - Closest unit recommendation
 - Records management system (RMS)
 - Report Completion
 - Extract data and analyze
 - Additional GIS details / Standard and ad hoc reports
- What do we measure?
 - First on scene – response time performance
 - Performance measurement only includes incidents marked as “emergent” in the RMS
 - Examples of data use
 - Fire station planning
 - Apparatus placement
 - Partnerships with other Divisions and Bureaus – older adults, MVA analysis, smoke alarm blitz locations
 - First due, second due, ERF
 - ISO and Accreditation
- Future Goals
 - Adding more narrative and outcome data
 - More detailed EMS reports

- Future station locations
- Monitoring the impacts of Station 15
- Support Divisions and Bureaus with their initiatives

At Director Leung's request, SS Manager McAndrews will create a hot spot map identifying more of the Asian population and statistics in the northeast portion of the district.

At Chair Albee's request, SS Manager McAndrews stated the obvious hot spot drivers are assisted living and nursing homes. Staff does look at those emerging areas and reach out to the Community Risk Reduction Group to see if there is something that we can do to help the situation. Director Anderson suggested contacting the counties when they are planning high-volume developments and let them know the issues and anticipated problems. Chief Dell'Orfano stated that Staff does work with the counties on the large housing developments.

IGA Packet Update – Chief Dell'Orfano reported that there are just a couple to report. The first is an existing agreement that was rewritten for the Arapahoe County E911 Authority where we continue to support the GIS layers underlying the dispatch system through all of the public safety entities. The other, one of two contracts through GSA for space on the third floor of the Mineral HQ – the Computer Forensic Lab and the Immigration and Customs Enforcement (ICE). The ICE agreement was not renewed and the space has been vacated for future use by SMFR.

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

- The Emergency Services & Performance KPI Reports for October 2022 were included in the Board packet.
- Chief Eckmann reminded that the Troy Jackson Training Center Dedication is Thursday, November 17th. The Board should have received an email in their SMFR Outlook.
- Chief Baker noted that a letter to the Douglas County Department of Community Development in support of affordable housing options in geographically desirable areas within the Parker area of the fire district, in particular for front line workers, educational professionals, as well as fire and emergency service professionals.
- A thank you note was received from the Student Leadership of Valor Christian High School for Fire Inspector Dylan Sickler's assistance with a bonfire they had after one of their sporting events.
- A thank you note was received from a Trauma Nurse Coordinator at Sky Ridge to Medic 44 and Tower 34 for their assistance who provided fantastic and really great patient care to a friend who was in a vehicle accident.
- Local 2086 President Dzengelewski reported:
 - Expressed gratitude to the Board for passing the two resolutions presented this evening.
 - The crews did a great job mitigating the apartment fire in Station 21st District on November 3rd where 85 apartments were evacuated and only 2 transports with minor injuries occurred. Chief Curtis echoed what Lieutenant Dzengelewski stated adding that along with crews from Denver and Aurora, they got a good handle on mitigation before the building burned down. Kudos to Division Chiefs Pietrzyk and Tasker, and a shout out to Emergency Dispatch Director March and Manager Carnahan and their staff who crushed it in terms of managing huge holes in the district and expanding resources to the fire. Chief Tasker added that the relationship between SMFR and Denver Fire has really strengthened and the crews are working really well together & Emergency Manager Erwin and the PIOs really coordinated well with the Red Cross and Arapahoe County to get the families the shelter and support they needed.

EXECUTIVE SESSION (UPON MOTION)

N/A

NEXT MEETING

The next Regular South Metro Fire Rescue District Board of Directors' meeting will take place on December 5, 2022, at 6:00 p.m. at 9195 East Mineral Avenue, Centennial, CO.

ADJOURNMENT

The meeting was adjourned by Chair Albee at 10:20 pm.

Attested by: Jim Albee

Date: Dec 5, 2022