

MINUTES
GREATER BRIGHTON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS MEETING
500 S. 4TH AVENUE, 6TH FLOOR, BRIGHTON, COLORADO 80601

January 9, 2019

A. Call to Order

President Dean Morris called the meeting to order at 6:04 p.m.

B. Roll Call

Present

Dean Morris, President
Scott Gerhardt, Vice President
Frank Serafini, Treasurer
Arlin Riggi, Secretary
Don Rowe, Assistant Secretary

Excused

Also in Attendance

Mark Bodane, Fire Chief
Michelle Ferguson, Legal Counsel
Rita Saunders, Finance Manager
Andria Koenig, Administrative Manager
Whitney Even, Fire Marshal

Natalie Ridderbos, Public Information Officer
Other Guests
Emily Haskin, Administrative Assistant
Lynn Baca, Brighton City Council

C. Presentations

None.

D. Call for Changes to the Agenda

MOTION: Treasurer Serafini made a motion to approve the agenda, as presented

SECOND: Assistant Secretary Rowe

APPROVAL: Motion carried unanimously.

E. Public Comment

None.

F. Action Items

Consent Agenda

1. Approval of Financial Report year-to-date ending November 30, 2018
2. Approval of December 2018 payments of \$787,499
3. Approval of December 12, 2018 Board Meeting Minutes

MOTION: Treasurer Serafini made a motion to approve the Consent Agenda, as presented.

SECOND: Secretary Riggi

APPROVAL: Motion carried unanimously.

RECORD OF PROCEEDINGS

G. Reports/Informational Items

Chief's Report:

In addition to his written report, Chief Bodane discussed the following items:

1. Chief Bodane made a recommendation to move the Study Session from January 23, 2019 to January 22, 2019 so that all board members could attend.

MOTION: Vice President Gerhardt made a motion to hold the the Study Session on January 22, 2019

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously.

2. Chief Bodane shared that Platte Valley is fundraising in 2019 to purchase an additional ambulance. Their reason for this is have a response time goal of 5 minutes, even though they have told the District for years that there is no justification for this response time goal.

Deputy Fire Chief:

Deputy Fire Chief Schuppe discussed the following items:

1. Work continues on the new engine. A final inspection is scheduled for the end of February. Three staff members will be attending and board members are welcome to go as well if they interested.
2. We are applying for a grant through the Colorado Division of Fire Safety and Control as part of their firefighter safety and disease prevention grant to purchase additional particulate hoods. We have purchased one per line employee as of now, but this would get us a 2nd additional particulate hood. Lieutenant Porterfield and Captain Brasel are currently working on this grant.
3. Paramedic school students are graduating on January 11, 2019. They will be retuning to shift and working at Station 52 and then Station 53 to work with senior paramedics and transition back to the line and functioning on their own in April 2019.
4. We have 3 firefighters who will be applying for the 2019 classes at Denver Health for Paramedic school which will begin in July.
5. Training for this month is Surface Ice Rescue.
6. Calls for Service in December was 484. For 2018 we had 6,645 calls total which is a .07% increase or 46 calls over the year.

Financial Report:

In addition to her written report, Finance Manager Saunders updated the Board on the following:

1. The new credit card system is up and running since January 2019 and is working well.
2. We redeemed our credit card points for 2018 in the amount of \$3,685 for the use of the cards.
3. Funds transfer to the pension fund was processed at the end of the year and we received the state match.
4. Working on year end processes. W2's and 1099's will be completed by January 31, 2019 as planned.

Administrative Manager:

In addition to her written report, Administrative Manager Koenig updated the Board on the following items:

1. The Battalion Chief of Training/Safety and Special Operations was re-opened on December 17, 2018 and closes on January 31, 2019. There has been a good response and we have a good pool of applicants.

RECORD OF PROCEEDINGS

Fire Marshal

Fire Marshal Even updated the Board on the following items:

1. She reviewed the new and on-going construction projects within the District.
2. The 2018 International Fire Code has been adopted in Adams County

Public Information Officer Report:

1. PIO Ridderbos provided highlights of District activities and incidents.
2. She presented 2 videos. The first showed a structure fire that occurred on 1/1/2018 on Lomand Circle. The second video highlighted the new Did You Know Series, which will highlight answers to questions from the community. This video features Chief Bodane answering questions about the size of the fire district, what a fire district is and what we do.

Attorneys' Report:

In addition to her written report, Attorney Ferguson discussed the following:

1. Gallagher update: With the new legislative session there have been new issues introduced and they are tracking those that are relevant to Fire Districts. One item being contemplated right now is having the legislator enter the interrogatories. Also, preliminary reports are that the residential assessment rate will be 6.78%, although this can change until it is approved by the legislature.

Brighton City Liaison Report

Councilwoman Lynn Baca did not have any updates for the Board.

H. Old Business

1. None.

I. New Business

1. Resolution 2019-01 Approving the Board Meeting Schedule and Posting Locations

MOTION: Vice President Gerhart made a motion to approve Resolution 2019-01 Approving the Board Meeting Schedule and Posting Locations

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously.

J. Executive Session

MOTION: Treasurer Serafini made a motion at 6:46 p.m. to enter into an Executive Session pursuant to C.R.S. § 24-6-402(4) (b), and (e) to Receive Advice of Legal Counsel regarding contract negotiations with the Union and personnel matters.

SECOND: Assistant Secretary Rowe

APPROVAL: Motion carried unanimously.

Attorney Ferguson noted for the record that the executive session shall constitute a privileged attorney-client communication and therefore will not be recorded.

RECORD OF PROCEEDINGS

The Board went into Executive Session.

MOTION: Assistant Secretary Rowe made a motion to return to general meeting at 7:42 p.m.

SECOND: Secretary Riggi

APPROVAL: Motion carried unanimously.

K. Adjournment

MOTION: Assistant Secretary Rowe made a motion at 7:42 p.m. to adjourn the meeting.

SECOND: Secretary Riggi

APPROVAL: Motion carried unanimously.

President Morris adjourned the meeting at 7:42 p.m.

Dean Morris, President

Arlin Riggi, Secretary