

MINUTES
GREATER BRIGHTON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS MEETING
5 FIREHOUSE ROAD, BRIGHTON, COLORADO 80601

April 11, 2012

1. Call to Order

President Gerhardt called the meeting to order at 6:31 p.m.

2. Roll Call

Present

Scott Gerhardt, President
Arlin Riggi, Vice President
Frank Serafini, Treasurer
Dean Morris, Secretary
Mike Benallo, Assistant Secretary

Also in Attendance

Mark A. Bodane, Fire Chief	Tom Hillson, PVA
Kris Krengel, Division Chief- Fire Marshal	Mike Prill, Lieutenant
John Schissler, Division Chief- Tech Services	John Stevens, Engineer
Michael Schuppe, Division Chief - Operations	Matt Joslin, Firefighter
Rita Saunders, Accountant	Cynthia Martinez, City Councilwoman
Carol Thompson, Administrative Assistant	Robin Wilson, Board Candidate
Gerard Lutz, Battalion Chief-Training	Ron Delvanthal, Retired Firefighter
Carl Craigle, PVA	Robert Baumgartner, Retired Firefighter
Robert Feis, Lemke Feis CPA	Michelle Ferguson, District Legal Counsel

3. Public Comment

- Robin Wilson, a candidate for the Board, addressed the Board regarding her candidacy and concerns.
- Tom Hillson addressed the Board regarding his EMS concerns.

4. Presentations

- A. 2011 Audit Report – Bob Feis presented the 2011 Regular Audit, along with the Special Audit Report that was required for the over-\$500,000 Federal Grants that the District has received. Mr. Feis noted that, overall, the audit went very well.
- B. New District Website – Division Chief Schuppe demonstrated the District's new website to the Directors; it will go "live" on April 25th.

5. Call for Changes to the Agenda

Public Comment was moved to item 3.

Executive Session, pursuant to C.R.S. § 24-6-402 (4)(b) and (f), receive advice of Legal Counsel regarding personnel matters, was added to the agenda as item number 11. Adjournment was moved to item number 12.

RECORD OF PROCEEDINGS

MOTION: Vice President Riggi made a motion to approve the agenda with changes.
SECOND: Assistant Secretary Benallo
APPROVAL: Motion carried unanimously.

6. Action Items

A. Consent Agenda

1. Approval of Financial Report dated February 29, 2012
2. Approval of March 2012 accounts payable checks
GF check numbers 23210 to 23285 and
CD check numbers 26136 to 26137 and
HW check numbers 1548 to 1557 and
check numbers 165 to 166 Medical Reimbursement
and ACH CIGNA and on-going Flexible Spending Account
Total March 2012 expenditures: \$505,606
3. Approval of March 14, 2012 Board Minutes

MOTION: Vice President Riggi made a motion to approve the Consent Agenda presented.

SECOND: Secretary Morris

APPROVAL: Motion carried unanimously.

7. Other Action Items

None.

8. Reports/Informational Items

City Liaison Report:

It was noted that, at the recent Joint City Council meeting, the District presented the Annual Report and the District's Strategic Plan and that the City is very supportive of the Fire District. There were discussions regarding other Cities and Districts acquiring areas currently within the Fire District through annexation, such as the Dry Creek area and the Adams County Fairgrounds area.

Platte Valley Medical Center Report:

Carl Craigle presented his monthly report, noting the following:

- Fire District and Ambulance Service employees reviewed cardiac arrest case studies and participated in a MCI shuttle team exercise.
- Purchase of a 2011 Chevy Suburban to replace the existing shift commander vehicle.

RECORD OF PROCEEDINGS

- Refurbishment of ambulance #2 postponed – purchase of a new ambulance to replace ambulance #2 is being considered.
- PVAS Leadership team attended Incident Command System/Emergency Operations Center interface class at Brighton PD.

Chief's Report:

In addition to his written report, Chief Bodane reported the following to the Board:

- United Power ballot – The Board members indicate their selection; Chief Bodane would complete and submit ballot.
- Firefighter Amy Reinhardt has resigned to join the Aurora Fire Department; this is a great loss to the District. Candidates on the eligibility list will be interviewed to fill the position.

Division Chief – Fire Marshal Report:

Division Chief Krengel added the following to his written report:

- This year the station community events are scheduled for September 15th.
- Thanked Lt. Todd Godek for his assistance with the new District video.
- New 7-11 convenience store will be located at intersection of Bromley Lane and Prairie Center Parkway.

Division Chief – Technical Services Report:

Division Chief Schissler added the following to his written report:

- All vehicles are now being identified by new ID numbers that follow the apparatus inspection system. This will facilitate apparatus record-keeping, especially if/when apparatus moves from station to station.
- Still developing options for facilities that the District could use for covered truck maintenance/ repairs.
- Smeal repairs are being done by the District due to problems with the local vendor. District personnel are certified to do warranty work.

Division Chief – Operations:

Division Chief Schuppe reminded the Board of ADCOM's First Call Emergency Notification Network, or reverse 911, capability.

Director Morris commended the crews on their response to a call near Roads 4 and 31.

Financial Report:

Nothing to add to written report. District Accountant Rita Saunders was commended on her work on the 2011 audit.

Attorneys' Report

Attorney Ferguson noted that it was important to address District staff and members regarding the Fair Campaign Act and perceived and/or potential violations. Nothing further to add to the written report.

RECORD OF PROCEEDINGS

9. Old Business

Nothing to report.

10. New Business

Nothing to report.

11. Executive Session

MOTION: Treasurer Serafini made a motion to enter into Executive Session, pursuant to C.R.S. § 24-6-402 (4)(b) and (f), to receive advice from Legal Counsel on personnel matters at 7:48 p.m. It was noted that there would be no Board action taken following the Executive Session. Attorney Ferguson certified for the record that the Executive Session will constitute a privileged attorney-client communication and will not be recorded.

SECOND: Secretary Morris

APPROVAL: Motion carried unanimously.

MOTION: Secretary Morris made a motion to return to general session at 8:55 p.m.

SECOND: Assistant Secretary Benallo

APPROVAL: Motion carried unanimously.

12. Adjournment

MOTION: Assistant Secretary Benallo made a motion to adjourn the meeting at 8:56 p.m.

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously.

The meeting was adjourned at 8:56 p.m.

Dean Morris, Secretary

I hereby attest that the information communicated during the Executive Session, which was not recorded, constituted privileged attorney-client communications.

Michelle B. Ferguson, Esq.

I hereby attest that the Executive Session, which was not recorded, was confined to the topics authorized for discussion in Executive Session, pursuant to C.R.S. §24-6-402(4)(b)(f).

Scott Gerhardt, President