

RECORD OF PROCEEDINGS

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**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF
ADAMS COUNTY FIRE PROTECTION DISTRICT
October 23, 2019**

A regular meeting of the Board of Directors of the Adams County Fire Protection District was held at the District's Station 11, 1675 W. 69th Avenue, Denver, CO 80229, commencing at 6:00 p.m.

BOARD MEMBERS PRESENT:

Jerry Marchese	President/Chairman
Ken Ciancio	Vice President
Anthony Spano	Secretary
Joe Domenico	Treasurer

ALSO PRESENT:

Patrick Laurienti	Fire Chief
Sandy Danne	Administrative Assistant
Dino Ross	District Legal Counsel

ABSENT:

Gene Brienza, Assistant Secretary (unexcused)

ADDITIONS OR DELETIONS TO THE AGENDA:

Attorney Ross added that in addition to the union negotiation matters to be discussed in the executive session, there will be a Chief Staff update on merger termination matters. Secretary Spano made a motion to approve the agenda with the recommended change to the executive session. Treasurer Domenico second the motion. The motion passed unanimously.

MOMENT OF SILENCE:

Chairman Marchese called for a moment of silence for the forty-five fallen firefighters to date in 2019.

PLEDGE OF ALLEGIANCE:

Chairman Marchese led those present in the Pledge of Allegiance.

PUBLIC COMMENTS (AGENDA ITEMS ONLY):

None.

APPROVAL OF PREVIOUS MINUTES:

Vice President Ciancio made a motion to approve the special minutes of May 15, 2019, July 1, 2019, September 4, 2019 and October 2, 2019, as presented in the Board packet. Treasurer Domenico seconded the motion. The motion passed unanimously. Minutes from the regular Board of Directors meeting on October 25, 2019, will be approved at the November 20, 2019 regular Board meeting.

TREASURER'S REPORT:

The Board reviewed the July financials. Treasurer Domenico made a motion to approve the July financials, as presented in the Board packet. Vice President Ciancio seconded the motion. The motion passed unanimously.

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CORRESPONDENCE:

Executive Administrative Assistant Danne read a “thank-you” from former North Valley Bank employee Carol Drotar, with whom Chief Staff has worked for many years, for the gift basket the District gave her upon her retirement in September.

Executive Administrative Assistant Danne read a “thank-you” email from Chief Fire Investigator Jerry Means to Public Information Officer (PIO) Julie Browman on the great job she is doing as the District’s PIO, and for all of the coverage on Social Media and the television stations.

Executive Administrative Assistant Danne read a “thank-you” from the Ramos Family for the flower arrangement the District sent, for a family member’s funeral.

EXECUTIVE SESSION:

Secretary Spano made a motion to go into Executive Session, pursuant to C.R.S. §24-6-402 (4)(b) and (e) to discuss, and receive advice of legal counsel regarding union negotiation matters and for Chief Staff to update the Board on merger termination matters. Vice President Ciancio seconded the motion. The motion passed unanimously.

Attorney Ross certified for the record that the portion of the Executive Session on union negotiations constitutes privileged attorney-client communications and will not be recorded. The Board went into Executive Session at 6:12 p.m.

Secretary Spano made a motion to come out of Executive Session. Treasurer Domenico seconded the motion. The motion passed unanimously. The Board came out of Executive Session at 6:41 p.m.

REVIEW AND CONSIDER APPROVAL OF ENGAGEMENT LETTER WITH RUBINBROWN FOR 2019 AUDIT:

Chief Laurienti and Attorney Ross discussed with the Board the proposed engagement letter with RubinBrown to perform the 2019 Audit.

Secretary Spano made a motion to approve the engagement letter with RubinBrown to perform the audit on the District’s financial statements for the year-ended December 31, 2019. Treasurer Domenico seconded the motion. The motion passed unanimously.

REVIEW AND APPROVE RESOLUTION ESTABLISHING A POLICY FOR REQUESTS FOR PUBLIC RECORDS AND ASSESSING CHARGES FOR THE PRODUCTION OF PUBLIC RECORDS:

Attorney Ross presented an updated Resolution establishing a policy for responding to records requests and setting fees therein. The Resolution has been updated to provide further clarification on the fees that can be charged for medical records. The District is not being charged for the costs incurred in updating this Resolution.

Secretary Spano made a motion to approve the Resolution Establishing A Policy For Requests For Public Records And Assessing Charges For The Production Of Public Records. Vice President Ciancio second the motion. The motion passed unanimously.

REVIEW AND APPROVE FIRST AMENDMENT TO THE 2018-2019 COLLECTIVE BARGAINING AGREEMENT IN REGARDS TO THE DEFINITION OF “BARGAINING UNIT” IN ARTICLE II (B):

Chief Laurienti and Attorney Ross reviewed the proposed First Amendment to the 2018-2019 Collective Bargaining Agreement, which would add “Fire Captains” to the definition of Bargaining Unit.

Following Board discussion, Secretary Spano made a motion to approve the First Amendment to the 2018-2019 Collective Bargaining Agreement in regards to the definition of “Bargaining Unit” in Article II (B). Vice President Ciancio seconded the

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motion. The motion passed unanimously.

REVIEW AND APPROVE RESOURCE SHARING INTERGOVERNMENTAL GOVERNMENTAL AGREEMENT WITH THE COLORADO DIVISION OF FIRE PREVENTION AND CONTROL ON FIRE AND ARSON INVESTIGATION AND EDUCATION:

Chief Laurienti and Attorney Ross presented the revised Resource Sharing IGA with the Colorado Division of Fire Prevention and Control regarding Fire and Arson Investigation.

Following Board discussion, Secretary Spano made a motion to approve the Resource Sharing Intergovernmental Agreement with the Colorado Division of Fire Prevention and Control on Fire and Arson Investigation and Education. Treasurer Domenico seconded the motion. The motion passed unanimously.

CHIEF’S REPORT:

In addition to his written report included in the Board packet, Chief Laurienti reported that the sidewalks at and around FM Day Elementary are being poured on October 24, 2019.

Chief Laurienti reported that the November Board meeting will include all three Volunteer Firefighter Pension Boards. The work session on succession plan with Deputy Chief Sunderland will begin at 4:00 p.m.

The Board had no questions for Chief Laurienti.

DEPUTY FIRE CHIEF’S REPORT:

In Deputy Fire Chief Sunderland’s absence, Chief Laurienti explained the Quarterly Response Time Report that was included in Deputy Chief of Administration Sunderland’s written report. He pointed out that the crews are doing a great job in meeting the standards that have been set.

The Board had no more questions on Deputy Chief Sunderland’s written report.

OPERATIONS CHIEF REPORT:

The Board had no questions in regards to Operations Chief Patterson’s written report.

ATTORNEY’S REPORT:

Attorney Ross stated that he had nothing to add to the written report included in the Board packet.

The Board had no questions for Attorney Ross.

DIRECTOR’S REPORT:

- Secretary Spano: Nothing to report.
- President Marchese: Nothing to report.
- Treasurer Domenico: Nothing to report.
- Vice President Ciancio: Nothing to report.

ADJOURNMENT:

With no further business to come before the Board, Secretary Spano made a motion to adjourn the meeting. Vice President Ciancio second the motion. The motion passed unanimously. The meeting adjourned at 7:29 p.m.

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JERRY MARCHESE, PRESIDENT

ANTHONY SPANO, SECRETARY

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

Dino Ross, Esq.

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

Jerry Marchese, President