Minutes of the Regular Meeting of the Board of Directors of the Adams County Fire Protection District,
held at the District’s Station 11, 1675 W 69th Avenue, Denver, CO 80229
April 20th, 2022

Board Members Present

Ken Ciancio       Vice President
Joe Domenico     Treasurer
Anthony Spano    Secretary
Ken Lombardi     Assistant Secretary

Also Present

Stuart Sunderland Fire Chief
Troy Patterson   Deputy Chief
Dave Baldwin     Deputy Chief
Christina Marchese Administrative Assistant
Michelle Ferguson District Legal Counsel

Absent

Jerry Marchese  President/Chairman

Call to Order

Vice President Ciancio made the motion to excuse President Marchese from the meeting.
Secretary Spano seconded the motion. The motion was passed unanimously.

The meeting was called to order by Secretary Spano at 5:43 pm. The motion passed unanimously.

Moment of Silence

Vice President Ciancio called for a moment of silence for the 31 fallen firefighters to date in
2022.

Pledge of Allegiance

Vice President Ciancio led those present in the Pledge of Allegiance.

Additions or Deletions to the Agenda

Vice President Ciancio made a motion to approve the agenda as presented. Secretary Spano
seconded the motion. The motion passed unanimously.

Approval of the Previous Board Meeting Minutes

Assistant Secretary Lombardi made a motion to approve the minutes from the March 16th, 2022,
regular meeting, as presented in the Board Packet. Secretary Spano seconded the motion. The motion was
passed unanimously.

Approval of February Financial Statement

Treasurer Domenico made a motion to approve the February financials. Assistant Secretary Lombardi
seconded the motion. The motion was passed unanimously.

Approval of March Financial Statement

Treasurer Domenico made a motion to approve the March financials. Assistant Secretary Spano
seconded the motion. The motion was passed unanimously.

Correspondence

Chief Sunderland received a letter from Mountain View Fire Protection District. They wanted to
pass along their gratitude to the District for the District’s efforts in responding to the Marshal Fire in
December.
Chief Sunderland also received multiple “thank-you” notes from residents in the Marshall Fire area. They expressed their gratitude to the firefighters for risking their lives to save their homes. The thank-you notes have been sent to the Board members to read.

Public Comment (Agenda Items Only)

None

New Business

SWAC Pension Fund Increase

During the SWAC Volunteer Firefighter Pension Fund Board of Trustees meeting, the Board of Trustees discussed increasing the monthly pension benefit to $100 per SWAC retiree. This would increase the maximum from $800 to $900 per month for those with 20 years of service or $450 per year for spouses (pro-rated based on years of service). This increase will be retroactive to January 1st, 2022 if approved by the District Board. During the 2023 budget preparations in the fall, the District will consider the feasibility of possibly having another increase next year.

Secretary Spano made a motion to increase the monthly pension for SWAC Volunteer Firefighter Pension Fund recipients to $900 per month for those with 20 years of service (and pro-rated based on years of service). Treasurer Domenico seconded the motion. The motion was passed unanimously.

Executive Chiefs’ Report

Assistant Secretary Lombardi asked Chief Sunderland for an update on Station 13. Chief Sunderland mentioned that he has heard from the District’s realtor, and together they have identified nine potential properties. Attorney Kelly Duke is working with the Chief and will assist the District if the District identifies an adequate property for a new station.

Chief Sunderland informed the Board that firefighter Justin Quador has resigned and has accepted a position with Blackhawk Fire.

Vice President Ciancio asked Chief Sunderland to ensure the District gets an actuarial study completed for the North Washington Pension to assess if an increase is possible for the retirees regarding their monthly pension checks.

Vice President Ciancio asked Chief Sunderland if he would discuss Station 14’s remodel plans with the Board. Chief Sunderland informed the Board that the prequalification notice would be published in the Thornton Northglen Sentinel on April 28, 2022, and contractors have until May 12th, 2022, at 4 pm to submit the applications. Chief Sunderland and Brad Bonnet with Allred & Associates will review the applications.

Assistant Secretary Lombardi asked Chief Sunderland about the upcoming Directors Election on May 3rd. The election will be held at Station 11, 1675 W 69th Ave, from 7 am to 7 pm. Administrative Assistant Marchese will be on-site the day of the election to help with logistics between the District and the election judges. Chief Sunderland informed the Board that absentee ballots could be dropped off at the Administrative Headquarters during regular business hours and would be picked up by election judges at the end of election day in order to be counted.

Chief Sunderland mentioned that the District’s audit is almost complete. Working with the new auditor firm has been a learning experience for the District.

Chief Sunderland and Deputy Chief Baldwin updated the Board regarding CAD-to-CAD going live. It seems to be working well. Deputy Chief Baldwin stated that it still has its glitches. The Thornton Fire Department and ADECOM are currently live on the system, Westminster Fire Department will go live in June, and there is potential for Broomfield Fire to join at some point in the future.

Assistant Secretary Lombardi asked Deputy Chief Patterson for an update on Chief Schuman’s car. He informed the Board it is still at Diversified Paint and Body; Staff should be getting an update by the end of the week.

Deputy Chief Patterson informed the Board that the District is actively looking into purchasing a new ambulance in May. The time frame to receive the new ambulance is two years from the date of purchase.

Deputy Chief Patterson mentioned to the Board that Casey Anderson has officially retired from the District and completed the last pieces of his FPFA paperwork.
Deputy Chief Baldwin informed the Board that Northglenn Ambulance and South Adams Fire Protection District parted ways almost immediately. As a result, the District is being called to South Adams Fire territory to cover medical calls more frequently. Platte Valley Ambulance is South Adams Fire’s new medical transport provider, but response times have been a problem. Deputy Chief Baldwin has informed the Battalion Chiefs that the District must cover and provide service to District citizens before assisting South Adams FPD with their calls. Discussion followed.

Deputy Chief Baldwin informed the Board that Greater Brighton Fire Protection District (Brighton Fire) is in the process of moving their medical transport in-house and move away from relying on Platte Valley Ambulance.

Deputy Chief Baldwin mentioned to the Board that CodeRED testing with ADCOM will occur on April 28th. CodeRED is the emergency notification sent via a phone call or a text message. A jurisdictional map has been created so each entity using CodeRED in Adams County will go to the correct residents and not the entire county.

Deputy Chief Baldwin updated the Board regarding EMS Billing. Starting May 1st, the District will be transitioning over to Apex Billing, and Chief Schultz has been working on getting this completed. EMS Billing Solutions has sent the District the final payment that was due. EMS Billing is still behind. Discussion followed.

Deputy Chief Baldwin mentioned that Westminster Fire Department recognized District Firefighter Samoy and Firefighter Medic Gibbons at the Westminster Fire awards banquet. The award was for the assistance they provided to Westminster Fire in a lifesaving call e last year.

Attorney’s Report

Attorney Ferguson updated the Board regarding the “Balance Billing” bill discussed at the State Legislature. Our review suggests that this bill does not apply to governmental ground ambulance providers.

Attorney Ferguson deferred the rest of her discussion for the Executive Session.

Director’s Report

President Marchese Absent
Vice President Ciancio Nothing to report
Secretary Spano Nothing to Report
Treasurer Domenico Nothing to Report
Assistant Secretary Lombardi Nothing to Report

Executive Session

Secretary Spano made a motion to go into Executive session pursuant to CRS 24-6-402(4)(b) and (f) to receive advice from legal counsel on personnel-related matters. Assistant Secretary Lombardi seconded the motion. The motion was passed unanimously.

Attorney Ferguson stated that the topics for discussion in this Executive Session constitute attorney-client privilege discussion and will not be recorded.

The Board went into Executive Session at 6:12 pm board went into executive session.

The Board came out of Executive Session at 6:37 board came out of executive session.

Secretary Spano made the motion to end the Executive Session at 6:38 pm. Assistant Secretary Lombardi seconded the motion. The motion was passed unanimously.

Adjournment

With no further business to come before the Board, on a Motion by Secretary Spano and a second by Vice President Ciancio at 6:40 pm, the Board voted unanimously to adjourn the meeting.
JERRY MARCHESE, President

I hereby attest that the information communicated during the Executive Session was not recorded and constituted privileged attorney-client communication.

MICHELLE FERGUSON, Esq.

I hereby attest that the Executive Sessions were confined to topics authorized for discussion in Executive Session pursuant to C.R.S. 24-6-402(4)(b) and (f).

JERRY MARCHESE, President