MINUTES

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
January 19, 2022

Board Members Present

Jerry Marchese President/Chairman
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

Call to Order

The meeting was called to order by Secretary Anthony Spano at 5:00 pm. The motion passed unanimously.

Moment of Silence

President Marchese called for a moment of silence for the four fallen firefighters to date in 2022.

Pledge of Allegiance

President Marchese 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

Vice President Ciancio made a motion to approve the minutes from the December 15, 2021, regular meeting, as presented in the Board Packet. Secretary Spano seconded the motion. The motion was passed unanimously.

Approval of August Financial Statement

Treasurer Domenico made a motion to approve the December financials as presented in the Board packet. Assistant Secretary Lombardi seconded the motion. The motion passed unanimously.

Correspondence

Chief Sunderland received a note from insurance broker Arthur J. Gallagher & Co.’s Broomfield office. They wanted to pass along their heartfelt gratitude to the District for its efforts in responding to the Marshall Fire and that they feel honored to partner with the District.

Public Comment (Agenda Items Only)

None

New Business

New Hire Recognition

Chief Sunderland introduced three of the four recent new hires to the Board. These firefighters graduated from the academy in November: Firefighter DePan, Firefighter Mendiola, and Firefighter Melzer. Firefighter Badillo was unable to attend.
Consideration of Upcoming Election and Resolution

Attorney Ferguson presented to the Board a Resolution for the upcoming Directors election in May 2022. The Board will have three seats up for this election. Sue Blair, Community Resource Services, will be handling the election proceedings for the District with Ms. Marchese assisting her as needed. Attorney Ferguson mentioned that this will be a polling place election and the DEO will need to determine those locations.

Vice President Ciancio made the motion to approve the Resolution for the upcoming election in May 2022. Treasurer Domenico seconded the motion. The motion passed unanimously.

Resolution Establishing 2022 Meeting Schedule and Posting Locations

Attorney Ferguson presented to the Board the Resolution to establish the District’s 2022 meeting schedule and the posting locations for the meetings. It was determined that the District will continue to hold the regular Board meetings every month on the third Wednesday at 5pm.

Secretary Spano made the motion to approve the Resolution for the 2022 meeting schedule. Vice President Ciancio seconded the motion. The motion passed unanimously.

Consideration of IGA with the City of Thornton

Chief Sunderland presented to the Board an IGA with the City of Thornton for the installation and maintenance of traffic control devices. Per the IGA the City will be installing new Opticom sensors on traffic lights along the border with the District. These new Opticom sensors will have GPS and light eminators.

Assistant Secretary Lombardi made the motion to approve the IGA with the City of Thornton. Vice President Ciancio seconded the motion. The motion passed unanimously.

Apparatus Purchase Authority

Deputy Chief Patterson presented to the Board a plan to purchase a new engine to replace the oldest engine in the fleet. Deputy Chief Patterson informed the Board that it will take 14-16 months to get the new engine from Pierce. If the engine is purchased by the end of January, the District could save $75,000 on an $860,000 engine.

Assistant Secretary Lombardi made a motion to give Chief Sunderland the authorization to lease the new engine for five years putting half down at a rate of 2.4%. Secretary Spano seconded the motion. The motion passed unanimously.

The Board of Directors also mentioned that if the new lease cannot be completed by the end of January by legal and the leasing company, the District can purchase the engine outright. Assistant Secretary Lombardi made a motion giving Chief Sunderland authority to purchase the engine outright by the District if a lease purchase agreement cannot be completed in time to receive the reduced rate. Secretary Spano seconded the motion. The motion passed unanimously.

Executive Chiefs’ Report

Chief Sunderland updated the Board per Emergency Manager Chief Schuman that 81% of the District personnel are vaccinated against COVID-19.

Chief Sunderland mentioned to the Board that the District applied for the ARP grant with Adams County as Premium Pay which would benefit the line personnel who were on duty during the pandemic. The County has roughly $100 million to hand out.

Chief Sunderland informed the Board that the State tweeted out that KN95 masks would be available to the public at local fire stations. The District was unaware of the tweet or the policy and are not prepared to accommodate this request. The District has had a few people stop by and ask for the masks. Attorney Ferguson informed the Board and Chief Sunderland it was asked if this could happen at the state chiefs’ level, but it wasn’t passed down to the local chiefs. The District has ordered some masks to have on hand but are unsure when the District will receive large numbers of masks from the State for this program, and are not sure if Staff have the resources to be a site to hand the masks out on a large scale.

Chief Sunderland was asked by Vice President Ciancio to keep the Board posted on Labor Relations with the Union. Chief Sunderland informed the Board that they have been in talks to keep the existing promotional process in place and that the existing lists will not expire more than 60 days prior to
new testing date. The Union and the District have also been in talks about re-evaluating the seniority list based on test scores and how candidates finish the academy. As of now, nothing has been decided.

Chief Sunderland mentioned to the Board that Bianca Ciancio is hitting the ground as the new finance and accounting associate.

Chief Sunderland was asked by Assistant Secretary Lombardi about the North Washington Old Hire Fund and whether the District can just pay out the proceeds from the fund to the remaining beneficiaries at this point. Chief Sunderland will reach out to Rich Ferrero and follow up with Attorney Ferguson on the next steps. Chief Sunderland also mentioned to the Board he is waiting on information from Frank Ladin with UBS regarding the SWAC Volunteer pension.

Chief Sunderland informed the Board that a mandatory leadership training will be held on March 8th for the entire Department. During this District-wide training, Staff will have coverage at Prevention and Administration to continue business as usual. The Board is more than welcome to participate as well, Chief Sunderland will send them an invite.

Chief Sunderland mentioned to the Board that CAD-to-CAD will go live April 5th, 2022.

Deputy Chief Patterson mentioned to the Board that Engine 11 will be out of service at Diversified for 4-5 months to repair damages from its most recent accident. Denver Fire Department suggested placing additional bumpers on existing engines to help absorb some of the impact of an accident and cause less damage. Deputy Chief Patterson mentioned that part of the engine is made of aluminum and crumple on impact.

Deputy Chief Patterson informed the Board that interviews are being held this week for 60 potential candidates for the upcoming academy. From the 60, 20 will be selected for Chief Interviews, and from those, 4 conditional offers will be sent out. These 4 candidates will start with the District on March 21 for a mini academy and then join the North Area Academy the first part of April.

Deputy Chief Patterson also informed the Board that a conditional offer has been sent out for the fill the Prevention admin assistant position and the District will be posting the Life Safety Educator position soon, so that Prevention will be fully staffed.

Deputy Chief Patterson mentioned to the Board that if they have comments regarding the new Employee Handbook, to submit them to Attorney Ferguson and him directly. The District is asking the Board to be ready to sign off on the new handbook in February.

Deputy Chief Patterson mentioned to the Board that the Toy Drive was a huge success. With so many toys left over, the District reached out to Jordan Long and Revital. Through Mr. Long’s contacts the toys have been donated to local schools to be given to students affected by the Marshall Fire.

Deputy Chief Baldwin mentioned that all the crews involved with the Marshall Fire did a phenomenal job. The District sent Engine 11, Brush 11, Medic 13 and 15 to assist on the day of the incident. Medic 11 was sent the next two days to assist with rehab and provide medical assistance at the scene. Deputy Chief Baldwin also mention that Battalion Chief Bush was instrumental in keeping the District covered and coordinated the efforts to send crews to help neighboring Departments.

Deputy Chief Baldwin stated that the Battalion Chief’s reached out to their crews for input in creating goals that the crews and chiefs want to be addressed in the upcoming year. A plan is being developed which takes all the feedback and to develop solutions so that the crews have a better understanding on how and why decisions are made.

Deputy Chief Baldwin mentioned to the Board that at the end of the year the District had received over 10,000 calls and will be monitoring the automatic aid given and received once CAD-to-CAD goes live. Stations 11 and 14 were the busiest with Stations 12 and 13 right behind. Deputy Chief Baldwin informed the Board that Station 14 call volume increased because Thornton Fire Department Station 71 has moved further east and with closest unit dispatch puts Station 14 crew responding to more of Thornton’s calls.

Deputy Chief Baldwin updated the Board that in 2021 EMS had 7 lifesaving calls that will be recognized at the upcoming banquet.

Deputy Chief Baldwin Stated that collection is difficult based on the demographics of the area and the amount of people who are uninsured, which is why the District has a collection rate of 40%.
Deputy Chief Baldwin informed the Board that when CAD-to-CAD goes live, the District will complete a new heat map of incidents, to determine District needs as far as coverage, adding an additional medic unit at certain stations, or additional personnel.

Attorney’s Report

Attorney Ferguson discussed the two resolutions that were presented during new business, for the upcoming election and monthly Board meetings.

Attorney Ferguson mentioned she will discuss the annual retainer analysis with the Board at the February Board meeting.

Attorney Ferguson mentioned that the State Legislature is off and running. Her firm will monitor all of the proposed legislation that could impact the District, and she will provide an update each month. There is a Public Employee collective bargaining bill that they are watching closely, which potentially could change the rules related to bargaining.

Attorney Ferguson discussed Colorado’s Equal Pay for Equal Work Act. The District must post all positions internally and the postings must include the pay rate or pay scale.

Director’s Report

President Marchese          Nothing to report
Vice President Ciancio     Nothing to report
Secretary Spano            Passed along appreciation from Tom Calabrese family regarding
                            the District’s involvement before he passed and at his funeral.
Treasurer Domenico         Nothing to report
Assistant Secretary Lombardi Nothing to report

Adjournment

With no further business to come before the Board, on a Motion by Secretary Spano and a second by Vice President Ciancio at 6:20pm, the Board voted unanimously to adjourn the meeting.

Jerry Marchese, President

Anthony Spano, Secretary