

South Metro Fire Rescue Fire Protection District
Special Board of Directors' Meeting Minutes
April 15, 2024

Present:	Jim Albee, Chair	Bob Baker, Fire Chief
	Renee Anderson, Vice Chair	Mike Dell'Orfano, Chief Govt. Affairs Officer
	Rich Sokol, Treasurer	John Curtis, Deputy Chief – Emergency Services
	Sue Roche, Secretary	Kristin Eckmann, Deputy Chief – Community Services
	Kevin Leung	Matt Weller, Deputy Chief – Internal Services
	William Shriver	Dillon Miskimins, CFO Business Services
	Bruce Stahlman	Camie Chapman, CHRO Employee Services
		Legal Counsel (absent)

Others Present: SMFR Staff Members & Guests

MEETING CALL TO ORDER

Chair Albee called the Special Meeting of the South Metro Fire Rescue Fire Protection District to order at 6:09 p.m. and welcomed everyone to the meeting.

PLEDGE OF ALLEGIANCE

Chair Albee led the Pledge of Allegiance to the United States of America.

ROLL CALL

All of the Board members were present in person.

APPROVAL OF THE AGENDA

Chair Albee recommended moving the Information Items before the Discussion/Potential Action Items.

Director Anderson motioned to approve the agenda as amended. The motion was seconded by Director Shriver. All were in favor and the motion carried.

CONFLICT OF INTEREST DISCLOSURE

Chair Albee asked if there were any changes to conflict of interest affirmation:

- Director Stahlman – no changes
- Director Roche – no changes
- Director Anderson – no changes
- Chair Albee- no changes
- Director Shriver – no changes
- Director Leung – no changes
- Director Sokol – no changes

PUBLIC COMMENT

N/A

PARTNER UPDATE

1. **City of Centennial-** Councilmember Robyn Carnes provided the following updates:
 - a. Centennial State of the City will take place at Wings Over the Rockies on May 13th.
 - b. Each district will be holding summer socials during June and July.
 - c. City sponsored events will take place in the city park over the summer. The park is also being made available to rent for different party functions.

d. City Council Focus:

- i. Numerous Councilmembers attended the Congressional Municipal League of National Cities, a conference where they are aligning with other cities as they learn about the biggest issues affecting them.
- ii. Council has been very active at the State Capitol regarding upcoming legislation that affects the city.
- iii. Street cleaning began today and will continue for the next week or two.
- iv. E-cycling Event will take place for residents on April 20th from 8:00 a.m. to 11:00 a.m. at the Centennial Civic Center.
- v. SPARK Program, a program that brings business together to brainstorm and build meaningful connects, launches April 23rd.
- vi. Along with other south metro cities, will be participating in a Waste Reduction Study to determine what can be done more efficiently, be impactful, and under budget.
- vii. Centennials Homeless Outreach Coordinator is doing a marvelous job and they are now seeing some of data come to fruition regarding hot spots and focus on building the business relationships.
- viii. A number of smart community initiatives are being implemented.

At Chair Albee's request, Councilmember Carnes stated that she had not heard any feedback about the rebuild of Station 15. There is a district meeting coming up next month and will report back if anything is received.

At Chair Albee's request, Councilmember Carnes stated that they are looking at all major retail centers in the city and how to redevelop them.

At Director Sokol's request, Councilmember Carnes stated that she will follow up to see how many new housing developments are planned in the city and bring the information back to the Board.

At Director Leung's request, Councilmember Carnes reported that right now lots of unhoused individuals are coming from Denver and the city was unable to prep or be prepared for the influx. The Homeless Outreach Coordinator has been working with her team to assess the status of the unhoused to bring back information on how best to allocate resources to provide the proper solutions. At Director Shriver's request, no policies have been drafted yet, but it is on their radar.

ACTION ITEM

N/A

INFORMATION ITEMS

Station 15 Update – CFO Miskimins reported that last week a deficiency notice was received stated that some of the masonry work was not in compliance with the construction documents so a stop work order was delivered to the general contractor so that a corrective action plan could be developed. SMFR is not liable for any of the cost for the fixes since the work was done incorrectly and a revised schedule has been requested that does not extend the construction completion date. Everyone is motivated to act quickly to get back to work so Staff will provide another progress update at the next meeting.

At Director Sokol's request, CFO Miskimins stated that he is unsure the procedure if the subcontractor disputes the claim but ultimately the general contract decides the fate of the subcontractor as he is directed contracted through him.

At Director Anderson's request, CFO Miskimins stated that the architect is the one that noticed, and it is their office that originated the deficiency notice.

At Director Stahlman's request, CFO Miskimins stated that similar questions have arisen as to whether or not the subcontractor is going to be permitted to continue to do the work or be replaced. They are the masons that will be providing the exterior brick work so most of the CMU will be covered but it is alarming that the same subcontractor would be responsible for the exterior of the station. Staff will ensure that questions are asked at the proper time and place.

Correspondence items in the Board's packet are summarized below as well as other information items that were communicated:

- Chief Curtis:
 - Reminded this week is National Public Safety Telecommunicators Week so be sure to acknowledge their work if you see them.
 - On April 23rd the IT Staff will be doing a complete overhaul of the CAD system, which is 20+ years old. The entire system will be taken down for a big chunk of the day and will require us to go back to the old school ways. Fortunately, IT has it down to a science as to how it will be done. An update will be provided to the Board on who it went and the advantages of the new and improved software & technology.
 - Today there was a medical call at the same time as a water flow alarm and one of the BCs was going across the district with lights and sirens when he was involved in a pretty significant motor vehicle accident. The incident is being investigated and he was transported for precautionary reasons & has already been released to go home.
 - Publicly recognized Division Chief Tasker for 30 years of service, coming up through the ranks, serving on many of the special teams, responding on some of the most significant calls in the District and worked on the combining of the organizations, working as the Division Chief of Operations since the merge. His last shift ceremony will take place on Thursday, April 25th at 1600 hours here at Mineral HQ and the Board is invited to attend.
- Director Leung:
 - He and Chief Dell'Orfano will be attending the upcoming CFSI Annual Symposium and is happy to pass along any information from the Board to make sure that they make the best of the trip.
- Director Shriver:
 - Attended his first Lone Tree URA meeting. They are dealing with a lot of personnel changes so it going to be an extended process.
- Chair Albee:
 - Reminded the Board Members to fill out the Board/ETeam Retreat availability spreadsheet.

EXECUTIVE SESSION (UPON MOTION)

Chair Albee made a motion to convene to Executive Session, pursuant to §24-6-402(4)(f), C.R.S., at 6:46 p.m. to discuss personnel matters related to the transition of the operations chief. All were in favor and the motion carried.

The regular meeting reconvened at 7:26 p.m. with no action taken.

DISCUSSION/POTENTIAL ACTION ITEMS

1. **Fire Chief Selection Process –**
 - a. **For Your Improvement (FYI) Process with Board –** Facilitator Dan Petersen coached the Board through the process.

NEXT MEETING

The next Regular South Metro Fire Rescue District Board of Directors' meeting will take place on May 6, 2024, at 6:00 p.m. at 9195 East Mineral Avenue, Centennial, CO.

The next South Metro Fire Rescue Fire Protection District Volunteer Pension Board of Trustees' meeting will take place on May 6, 2024 at 6:00 p.m. at 9195 East Mineral Avenue, Centennial, CO.

The next Special South Metro Fire Rescue District Board of Directors' meeting will take place on May 20, 2024, at 6:00 p.m. at 9195 East Mineral Avenue, Centennial, CO.

ADJOURNMENT

Chair Albee adjourned the meeting at 7:58 p.m.

Attested by: Jamal Abu

Date: May 6, 2024