

South Metro Fire Rescue Fire Protection District  
Regular Board of Directors' Meeting Minutes  
June 3, 2024

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

Others Present: SMFR Staff Members and Citizens

**MEETING CALL TO ORDER**

Chair Albee called the Regular Meeting of the South Metro Fire Rescue Fire Protection District to order at 6:06 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 requested moving Discussion/Potential Action Item J1 right after public comment and move Recognition Item G after Discussion/Action Item J2.

Director Anderson motioned to approve the agenda as amended. Director Shriver seconded the motion. 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 Sokol – no changes
- Director Leung – no changes

**PUBLIC COMMENT**

N/A

**CONSENT AGENDA**

May 6, 2024 South Metro Fire Rescue Fire Protection District Regular Board Meeting Minutes  
May 20, 2024 South Metro Fire Rescue Fire Protection District Special Board Meeting Minutes

Directors Leung and Shriver requested to hear the consent agenda items separately because they were not present at the May 20, 2024 meeting.

Director Sokol recommended Discussion/Potential Action Item 1, 2023 Budget Amendment Resolution last line on page 2 should include the line item. CFO Miskimins noted the line item is Miscellaneous Revenue in the Self-Insured Fund and should read pharmacy rebates.

Director Anderson motioned to approve the May 6, 2024 South Metro Fire Rescue Fire Protection District Regular Meeting Minutes as amended. Director Roche seconded the motion. All were favor and the motion carried.

Director Sokol recommended Action Item 2, Financial Report – Q1 third paragraph second to last line should read Director Sokol added that usually the longer the maturity the higher the interest rate.

Director Anderson motioned to approve the May 20, 2024 South Metro Fire Rescue Fire Protection District Meeting Minutes as amended. Director Stahlman seconded. Directors Shriver and Leung excused themselves from voting. The 5 other Board Members were in favor and the motion carried.

## **ACTION ITEMS**

N/A

## **DISCUSSION/POTENTIAL ACTION ITEMS**

- 1. 2023 Annual Comprehensive Financial Report** – CFO Miskimins introduced Lisa Horn, newly minted Partner for the District's auditing firm, FORVIS Mazars, who provided the findings on the District's audit of its 2023 annual comprehensive financial report (ACFR). The firm issued a clean or unmodified opinion for the financial statements presented. In addition, the District was required to have a Single Audit performed since the District received more than \$750,000 of Federal funding in 2023. Included in the Board packet is the District's Annual report, which contains a complete set of financial statements presented in conformance with generally accepted accounting principles (GAAP) and audited in accordance with generally accepted auditing standards (GAAS) by the auditing firm.

At Director Stahlman's request, Ms. Horn noted that on the subscription-based information technology arrangement (SBITA) the year started with \$1.7M in assets and there were \$887,000 in new agreements. There is an amortization schedule for depreciation and when an asset is no longer used, it is deleted at the depreciated value.

At Director Anderson's request, Ms. Horn stated she hopes that with GASB100 and 101, GASB96 will go away within the next few years.

At Director Leung's request, Ms. Horn stated that there was nothing presented in the audit to present a concern regarding the risk of self-insurance within the requirements of GASB. CFO Miskimins reminded that this is out of the scope of the auditor's responsibility, but she can provide an opinion. Chair Albee stated that it is a fair question, and we could be more expansive on how we mitigate risk, such as stop loss coverage, in the footnotes for this and other risks.

At Director Sokol's request, Ms. Horn informed that the Chandler Asset Management and PFM Asset Management Investments charts tie together when you remove the zeroed modified duration.

At Director Stahlman's request, CFO Miskimins stated that the District did not apply for, and not even sure we were eligible, for the Paycheck Protection Program loan forgiveness offer.

At Chair Albee's request, CFO Miskimins informed that the District is required to file an audit by the end of June. Initially, staff planned to introduce the ACFR to the Board tonight and ask for approval at the next meeting, which would give plenty of time to clean up the document and obtain the final audit opinion letter, but if the Board chooses to act tonight, Staff can still complete the updates.

The Board agreed to allow more time for review and approve at the next meeting.

2. **Fire Chief Selection Process** – Chair Albee reviewed the 2025 Base Salary Range, SMFR’s standard benefits and salary differentials, and negotiable benefits as well as the “what” phase with a target 6/30 finish and the “who” phase with a target 1/31/25 finish.

At Director Sokol’s request, Chief Baker stated that WMFR’s Fire Chief compensation package may be known by the end of the year, as they are running a parallel process for their fire chief selection due to Chief Lombardi’s planned retirement at the end of 2025. Director Sokol asked about Chief Baker’s current salary in 2024, which is ~\$311K, exclusive of differentials. Chief Baker also informed that the Executive Fire Officer (EFO) and Chief Fire Officer (CFO) designations are through the US Fire Administration/National Fire Academy and Center for Public Safety Excellence (CPSE), respectively, and these differentials are applied to his base salary.

At Director Anderson’s request, Chair Albee confirmed that this review is asking for confirmation to move forward with putting together the job announcement material.

Chief Baker suggested adding some sort of relocation package. Chair Albee stated that was talked about but was an oversight not adding it to the list.

Director Anderson expressed appreciation for CHRO Chapman’s assistance working through the process and answering questions presented by her and Chair Albee.

Chair Albee requested if Board members have any additional thoughts to let him or Director Anderson know.

## RECOGNITION

Chair Albee recognized Chief Baker, on behalf of the half million citizens in the district, employees and Board for his 40 years of remarkable and dedicated service. Chief Baker’s wife and family were also recognized for their commitment.

## INFORMATION ITEMS

1. **IGA Update** – Update on the following IGA changes:
  1. There were no new IGA updates.

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

- Local 2086 President Dzengelewski:
  - Introduced re-elected Vice President Pete Scully.
  - There are lots of calls in the District this time of year and reassured that the members are crushing it and doing a great job.
  - Work on the contract is moving forward to the point that the red-lined version is almost ready for legal review and then ratification by the membership. Everyone showed up to the negotiation positive and working hard to make it is something that they are really proud of. Thank you to the Staff and Board also.
  - More events are coming up soon. On June 22<sup>nd</sup>, SMFR’s annual Remembrance Ceremony begins at 11:00 a.m. at Mineral HQ and Corey Rose Wishes & Heroes Benefit Concert starts at 3:00 p.m. at Breckenridge Brewery in Littleton.
  - Director Stahlman wanted to publicly thank Station 12 for attending the Holy Trinity Lutheran Church community event on Saturday. He has had nothing but positive feedback on them showing up and being a part of the event.
  - At Chair Albee’s request, the officer elections are completed. Pierce Jacoway is Secretary by acclamation. There were 8 people running for two VP spots. Brent Chapman retained his seat and Joe Sims took the other spot.
- Chief Baker:

- Attended the Metro Chiefs Conference the week of May 20<sup>th</sup>. The cardiac CT scan presentation was well-received. A presentation to the Board is planned to review this presentation and the conference. Reminded that you have to be a fire chief or retired Metro chief to attend & offered to attend with the new chief at the conference in May 2025, if that is the desire, since it can be intimidating the first time.
- Echoed Dzengelewski's statement regarding the working agreement negotiation. The E Board showed up professionally, collaborative and worked well with Staff. It was a good two-day working session, and it is very unusual to get through contract negotiations in a couple of days.
- Leaves tomorrow night to attend the Missouri Valley Division Conference in Fort Collins. Feels it is important to attend with the upcoming chief process as the attendees are fire chiefs from Colorado and surrounding states.
- Chief Curtis:
  - There were some pretty significant calls last week, several at the same time. There were two structure fires, an electric vehicle fire and a hazmat incident within ½ an hour. Handling all of this at once speaks to the operational power we have developed collectively & how Dispatch is working without a hitch while in a temporary location. There was also a dive call the other day, although it was a sad outcome, everyone worked well together.
  - Aerial firefighter support was secured for Douglas County, providing 183 days of exclusive use of a Type 2 helicopter to assist with wildfire events.
- Chief Powell:
  - Family night next is Tuesday, June 11th. The taco truck will be there again this year, which is always a hit.
  - Graduation is two weeks later on the 21<sup>st</sup>. Invitations have been sent out.
- Chief Pietrzyk:
  - Zoll monitor super training was completed two weeks ago, followed by the first 5 units in the field for testing on June 21<sup>st</sup>. Training for Line is underway and continues until the 19<sup>th</sup> and then monitors will be switched to Zoll. There have been two successful resuscitations so far with the new monitor.
- Chief Richardson:
  - Piggybacking on Chief Curtis statement, 56 apparatus responded or on scene of the calls, all at the same time. Thanks to the Board and Staff for allowing the District to keep HazMat 17, it was very beneficial with very few outside resources responding.
- Chief Mullane:
  - The 38<sup>th</sup> Annual Mile Hi Hook and Ladder Fire Truck & Muster in Littleton is June 15<sup>th</sup>. The parade starts at 9:00 a.m. on Main Street and the Muster begins at 10:00 a.m. at Arapahoe Community College. This is a great tradition that we continue to support.
- Chief Milan:
  - Demolition of the block walls at Station 15 is completed. The few remaining dowels with a bend of more than 20 degrees will require some heating and rebending, and if they pass, they can stay in place. The good news is that building, not tearing down, will begin shortly. The PIOs have done a great job of providing updates. At Director Sokol's request, the additional cost will be covered by the contractor and the sub-contractor. Current completion date is December 18<sup>th</sup>, four to five weeks later than originally planned.
- Director Anderson:
  - Regarding the Tesla fire and use of the special blankets, are they reusable? Richardson stated originally purchased reusable ones but no way to reuse and decon safely. They will also now use chains as the current straps melt in the heat of the fire. Working with FMO and Insurance to be able to bill the homeowner or State for the incident on the highway. Chief Mullane added that both electric vehicle fires, one at the house charging and one on the highway, are getting national attention thanks to our PIOs.
- Director Shriver:
  - There was good SMFR representation at the Parker State of the Town recently. Parker Days begins on ~~Sunday, June 16th~~ Friday, June 14th through Sunday, June 16th.
- Director Leung:

- The June Castle Pines URA meeting has been cancelled.
- Chair Albee:
  - Echoed what Chief Milan said about communications. He met with Centennial Council Member Robyn Carnes and she stated that during the recent District 1 meeting, no questions came up about Station 15 and assumes it is because the citizens are well-informed.
  - Attempting to conduct an ETeam and Board Retreat. Board members all responded to the original dates but would like to block out a few additional days to see if a better date works or can use the time for 2025 Budget Workshops. Requested the Board keep the June 20<sup>th</sup> placeholder, and add July 3<sup>rd</sup>, July 17<sup>th</sup>, July 19<sup>th</sup>, and July 25<sup>th</sup> open as potential dates.
- Thank you notes:
  - A Thank you letter was received from Indian Ridge Elementary for donation of a VIP Station Tour to sell at their silent auction.
  - A thank you letter was received from Aspen Academy for the engine demonstration provided by Station 38.
  - A thank you note was received for Station 47 A Shift for their assistance with extinguishing a resident's kitchen fire.

**EXECUTIVE SESSION (UPON MOTION)**

Chair Albee motioned to move to executive session at 7:55 p.m. pursuant to §24-6-402(4)(f), C.R.S., for the discussion of a personnel matter of an employee who has consented to and will participate in the discussion. Director Roche seconded the motion. All were in favor and the motion carried.

The regular meeting reconvened at 8:12 p.m.

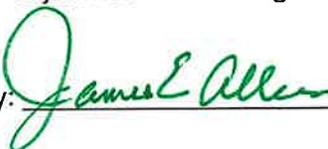
**NEXT MEETING**

Special Board of Directors' Meeting to be held on June 17, 2024, 6:00 p.m. at 9195 East Mineral Avenue, Centennial, CO.

Regular Board of Directors' Meeting to be held on July 1, 2024, 6:00 p.m. at 9195 East Mineral Avenue, Centennial, CO.

**ADJOURNMENT**

Chair Albee adjourned the meeting at 8:12 p.m.

Attested by: 

Date: July 1, 2024