

**RECORD OF PROCEEDINGS**  
**MINUTES OF A REGULAR MEETING**  
**OF THE BOARD OF DIRECTORS OF**  
**SOUTH METRO FIRE RESCUE**

**HELD:** Thursday, March 27, 2008, at 7:00 p.m. at the offices of South Metro Fire Rescue, 9195 East Mineral Avenue, Centennial, Colorado

**ATTENDANCE:**

A meeting of the Board of Directors of South Metro Fire Rescue was called as shown above and in accordance with the applicable statutes of the State of Colorado, with the attendance as follows:

Directors:

Peter Webb, Chair  
David Heller, Vice Chair (Excused Absence)  
Michael Hunt, Treasurer  
Dan Travis, Secretary  
William Schaeffer, Asst. Secretary

Legal Counsel:

Matt Dalton, Grimshaw & Haring, P.C.

Also present from the South Metro Fire Rescue Command Staff were:

Dan Qualman, Fire Chief  
Michael Dell'Orfano, Assistant Fire Chief  
Ron Barron, Deputy Chief  
Dan Mulroney, Deputy Chief  
Ron Angle, Finance Director  
Andy Lyon, Public Affairs Director  
Howard Hardy, Bureau Chief  
Bob Smith, Bureau Chief  
Dan Mullin, Battalion Chief  
Dave Daley, Battalion Chief

Visitors:

Niki Coleman, PFPD HR Director  
Bob Baker, PFPD Operations Division Chief  
Citizens and PFPD and SMFR Employees

**CALL TO ORDER:**

Chair Webb noted that a quorum was present for the purpose of conducting a regular meeting and called the meeting of the Board of Directors of South Metro Fire Rescue to order.

**PUBLIC COMMENT:**

City of Greenwood Village Councilmember Ron Rakowsky thanked the Board for making the Chiefs available and the availability of Chair Webb to meet this morning regarding the long-term fire district plans.

**PRESENTATIONS:**

**MDA UPDATE:**

MDA Coordinator Randy Brighton thanked everyone for another successful year by collecting just short of \$90,000. MDA Coordinator Brighton introduced MDA Representative Lindsey Bauer.

Ms. Bauer stated that SMFR is one of the strongest supporters of MDA. In appreciation of everyone's hard work and enthusiasm she presented SMFR with a plaque reflecting the \$89,654 in collections. Ms. Bauer thanked MDA Coordinator Brighton and the Department for their continued support.

Chief Qualman swore in the Oath of Office for the following:

Paramedic Bryan DeWolfe  
Paramedic Millard Powell  
Paramedic Julie Nelson

Scott Turk was unable to attend and will be sworn in at the next meeting.

Chief Qualman recognized the following years of service:

Paramedic Rob Hanson – 15 years  
Public Education Specialist Mandy Reed – 10 years  
Captain Paul Slater – 10 years  
Paramedic Ben O'Brien – 10 years  
Paramedic Heidi Simon – 10 years

Firefighter Lisa Dighton – 10 years  
Firefighter Ryan Foreman – 10 years  
Firefighter Bill Frieling – 10 years

### **ASSOCIATION REPORT:**

Local 2164 Representative Lieutenant Jon Adams congratulated those receiving promotions and service pins this evening; thanked Lieutenant Steve Standridge for coordinating the Fire Chief Ale event this year and raising over \$3,000 for the hat just by passing the hat, we have not received the collection total from Rock Bottom yet; thanked Chief Baker and Hr Director Coleman for the benefits presentation to be made this evening.

### **FINANCIAL REPORT:**

Finance Director Angle distributed and reviewed the February 29, 2008 Financial Report with highlights from the General, Capital, MetCom and Rental Building Funds as follows:

- Some property taxes are trickling in.
- Revenues are in line with prior months.
- Dick Quinn's Station 43 retainer and chassis for the two new Medic Units are reflected in the Capital Fund.
- Standard rents are coming in.
- SMFR and MetCom 1<sup>st</sup> quarter rent payments are due in March.
- Revenues are exceeding expenses for the month and year-to-date.
- MetCom is now a private Authority so not much activity expected during the rest of the year.
- DAB EMS billing rate comparison was distributed that also includes statistics from area departments. Will look further at collection options once a decision is made on whether or not we will be moving forward with a consolidation.

The Board asked if there are any contract stipulations with DAB.

Finance Director Angle replied there is a 30-day notice stipulation.

The Board asked if payment to DAB is performance based.

Finance Director Angle replied that they receive 6% of monies collected.

### **ADMINISTRATION/OPERATIONS REPORT OVERVIEW:**

Chief Qualman reviewed the Administration and Operations Reports; highlighting the following additional items:

- Met with Greenwood Village City Manager and City Council Members today.
- Meeting with the area City Managers next week.
- Community Information Meetings are scheduled for 04/03/08 and 04/09/08 at 5:30 p.m. and 7:00 p.m.

### **CONSENT AGENDA:**

The following consent agenda items were presented:

- A. Approval of Meeting Minutes
  - a. February 12, 2008 Regular and Executive Sessions
  - b. March 18, 2008 Joint Board Session

Upon motion duly made, seconded and unanimously carried, the Board approved the consent agenda items as presented.

### **ACTION ITEMS:**

After a short presentation and discussion of each item, the following approval/direction was provided:

- A. Financial Statements

Upon motion duly made, seconded and unanimously carried, the Board approved the February Financial Statements as presented.

- B. Cell Tower

Deputy Chief Barron stated that T Mobile has approached the Department to place a cell tower at Station 31 with a contract price of \$1,250 per month and they will pay all installation expenses.

Chair Webb asked if T Mobile had received permission from the City of Greenwood Village and the homeowners' associations.

Chief Barron stated that T Mobile is aware that it will be their responsibility to receive approval from the city and the homeowners; SMFR will likely be in attendance at those meetings.

Chair Webb asked if the reason for the cell tower is a gap in the service area and are there any concerns with this request.

Chief Barron replied that he is unsure if the reason for the request is due to a gap in service but the tower will be similar to the one at Station 37.

Local 2164 President Adams stated that they met with T Mobile before the installation of the cell tower at Station 37 and at this time there are no concerns for a new tower at Station 31.

Director Hunt asked if there were term limits on the contract.

Legal Counsel Dalton replied that the last contract was for 5 years with 5-year rolling terms.

Director Hunt asked what happens if the contract is not renewed and stated that we would want them to at least leave the tower or whatever causes the least disruption.

Legal Counsel Dalton stated that T Mobile would have the right to remove their equipment but we can write into the contract this and any other Board recommendations.

Legal Counsel Dalton reminded that we have received at least one proposal to buy out the current cell tower leases and requested direction from the Board.

Director Hunt stated that he recalls no financial benefit.

Director Travis added that it is his recollection that the offer was a discounted rate that, in his opinion, is an extremely high discount.

The Board approved Staff and Legal Counsel moving forward with the creation of an agreement conforms with the other T Mobile lease agreements for Station 31. The Board also directed Staff to put together a broad-scale side-by-side comparison of the lease buyout proposals for presentation in May.

## **NEW BUSINESS:**

### **A. RFA Grant**

Chief Barron requested Board approval to move forward with an RFA Grant, which is an extension of the Colorado State Forest Service Agreement, for replacement of equipment and supplemental wildland training. Chief Qualman added that we are not sure if SMFR will qualify due to its size, but we should at least apply for the funding.

The Board approved moving forward with the RFA Grant request.

### **B. ESCi Report Discussion**

Chief Qualman reported that a handout has been distributed that supplies answers to the Board's questions from last week's report presentation from ESCi.

a. Benefit Review

PFPD Human Resources Director Niki Coleman presented Taking Care of our Most Valuable Asset – Integrating Compensation, Benefits and Policy in a Consolidated Fire District, a PowerPoint presentation that combines a survey of similar sized and service demographic fire districts with a recommended compensation package based on current PFPD and SMFR benefit plans.

After a brief question and answer period, the Board directed Staff to survey other departments regarding smoking policies and cessation plan successes; provide a simplified aggregate expenses to aggregate savings for each department and then combined; and, more detail on Extended/Deep Bank buyouts.

**OLD BUSINESS:**

None.

**EXECUTIVE SESSION:**

Upon motion duly made, seconded and unanimously carried, the Board of Directors convened to Executive Session from 8:05 p.m. to 8:49 p.m. to receive advice from Legal Counsel and to discuss contractual (extension of Fire Chief's contract and land acquisition) items as allowed under 24-6-402(4) (a), (e) and (f) C.R.S.

The Board reconvened advising no decisions and that the Fire Chief's contract will be discussed in open session.

Chair Webb recommended the Fire Chief's contract, which currently expires on April 1<sup>st</sup>, be approved for extension until June 15, 2008 pending PFPD Board approval. There are no recommended changes in responsibility or compensation.

Upon motion duly made, seconded and unanimously carried, the Board approved the extension of the Fire Chief's contract.

Chief Qualman will take the contract back to the PFPD Board for approval and signing.

Chief Qualman, referring back to tonight's benefit presentation, emphasized that a lot of hours of negotiation took place to put this together. Realizing that some of the pieces are hard to swallow and not totally in favor of employees or district, it is fair to both sides. Chief Qualman encouraged the Board to look at the package as a whole before picking it apart.

Chair Webb stated that he has heard nothing but positive reaction and reminded that we need to be constantly asking how this benefits each of our customers; the same as mentioned in the meeting with the City of Greenwood Village this morning. Chair Webb thanked Chief Qualman for his observations.

**ADJOURNMENT:**

There being no further business to come before the Board of Directors at this time and upon motion duly made, seconded and unanimously carried, the meeting was adjourned at 8:54 p.m. It was noted that the next meeting of the Board is scheduled for 7:00 p.m. on Thursday, April 10, 2008, at the Administration Office of South Metro Fire Rescue, 9195 East Mineral Avenue, Centennial, Colorado.

The foregoing minutes constitute a true and correct copy of the minutes of the above-referenced meeting and were approved by the Board of Directors of South Metro Fire Rescue.

Barbara Andrews  
Executive Assistant for the District