



**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF THE
SOUTH ADAMS COUNTY FIRE PROTECTION DISTRICT**

September 17th, 2024

A meeting of the Board of Directors of the South Adams County Fire Protection District was held in person at the South Adams County Fire Protection District's Headquarters, located at 6050 Syracuse Street, Commerce City, CO 80022 commencing at 4:30 p.m. The meeting also had a Zoom video link for participants as well.

Board Members Present:

Craig Machuga	President
Debra Bullock	Vice President
RJ Fernandez	Secretary
Ernie Anderson	Treasurer
Kasen Huwa	Director

Also Present:

Ken Koger	Fire Chief
Bobby Noel	Deputy Chief of Operations
Randall Weigum	Deputy Chief of Support Services
Miles Miller	Chief Mechanic
Ron Fano	District Legal Counsel
Trey Zima	District Accountant
Emma DeRosia	Administrative Specialist
Robert Kern	Information Technology Administrator

Absent: None

Guests: Human Resources Melissa Rossback, Administrative Assistant Fernanda Herrera, Permit Technician Damaris Tovar, Fire Prevention Specialist Chad Wildeman, Captain Augdon Greening, Firefighter Russell Johnson, Firefighter Aaron Oakes, Firefighter/ Paramedic Alex Stone, Battalion Chief Andrew Fairband, Deputy Fire Marshal Ryan Doherty, Lieutenant Kevin Delaney, Engineer Chris VanDijk, Firefighter Matt Adkins, Firefighter Keegan Gorham, and Lori Young, Executive Director with Adams 14 Education Foundation.

Public Comments: Firefighter Aaron Oakes addressed the District Board, explaining that he is a recently hired lateral who transferred from Travis County, Austin, Texas. Firefighter Oakes thanked the District Board for the opportunity to be part of such a great department.

Approval of Minutes:

Secretary Fernandez made a motion to approve the minutes from the August 20th, 2024, regular board meeting as posted in the board packet. Director Huwa seconded the motion. The motion passed unanimously.



Changes/Additions to the Agenda:

Director Huwa made a motion to add two items to the agenda under Board Action Items. Director Huwa wanted to discuss the new Fire Chief job posting and the Chief Hiring committee selections. Secretary Fernandez seconded the motion. The motion passed unanimously, with no discussion.

Board Action Items:

- A) Deputy Chief Weigum presented the resolution in support of South Adams County Water and Sanitation District (“SACWSD”) Ballot Initiative 6A to the District Board. Lori Young, Executive Director of the Adams 14 Education Foundation, spoke in support of the initiative as a member of the Clean Water Alliance Committee, which works hand in hand with SACWSD. Vice President Bullock made a motion to approve the resolution. Treasurer Anderson seconded the motion. The motion passed unanimously.
- B) Director Huwa made a motion to approve the final 2025 Collective Bargaining Agreement with Local 5124. Secretary Fernandez seconded the motion. Treasurer Bullock recognized all the executive chiefs, President Machuga and the Local 5124 Executive Board for all the hard work involved in accomplishing this task. Director Huwa also acknowledged all who were involved. The motion passed unanimously.
- C) Chief Koger presented to the Board the final draft of the Fire Chief job posting as prepared and distributed to the Board. Director Huwa indicated that the following changes to be made; the education requirements needed to match what was listed on the job description as approved by the Board and the acknowledgement of the District being accredited. Chief Koger acknowledged the changes will be made prior sending back to Protham for official posting. Director Huwa made motion to approve the job description and post the Fire Chief position with the referenced changes. Treasurer Anderson seconded the motion. The motion passed unanimously.
- D) Treasurer Anderson addressed the Board that he was stepping down from the Fire Chief Hiring Committee to avoid a conflict of interest. Chief Koger reported that he asked Protham for clarification about how many people needed to be selected for the committee and is awaiting a response. Secretary Fernandez made a motion for President Machuga to replace Treasurer Anderson as one of the Board representatives on the Hiring Committee. Vice President Bullock seconded the motion. The motion passed unanimously.

Financials:

Chief Koger reported on total bills paid and unpaid from August 14th, 2024 to September 11th, 2024. Chief Koger also reminded the Board that the special Board Budget Meeting is scheduled for October 2nd at 4:30 p.m., and Mrs. DeRosia sent out a calendar invite.

Legal Comments:

Mr. Fano reported in addition to his written board report, he has been working on the policy change to add language for Whistle Blower protections to the anti-retaliation section of the Policy Manual.

Local 5124:

President Augdon Greening thanked the District Board for approving the 2025 Collective Bargaining Agreement, explaining it was hardworking effort on behalf of all who were involved. President Greening



reported to the Board that that himself and Secretary Delaney just returned from the International IAFF conference in Boston. President Greening also reminded the Board that at the end of the month, the Fallen Firefighter Memorial will take place in Colorado Springs, with one of the apparatus in attendance.

Special Reports:

Chief's Report:

Chief Koger reported in addition to his board report in the Board packet, that the Fire Chief Job posting will be posted this week now that there is Board approval. This posting will be open until October 27th for applications. Chief Koger explained that Protham will be out to help with the final interviews and there will be an open house for the potential candidates the week of the final interviews to interact with the public. Chief Koger asked the District Board if the group wanted the Chief from the Commerce City Police Department as part of the Interview Committee. The District Board expressed no interest in exploring this option. Chief Koger reported that he is working with the ADCOM Board and staff on a sustainability plan and working on figuring out why ADCOM is so understaffed. Chief Koger also told the Board that a meeting with the North Area Fire Chiefs will be held tomorrow to find out where the North Area Fire Academy is going. Chief Koger conveyed that the Fire Commission Meeting with the two board members and two City Council members will occur tomorrow. Chief Koger thanked all who were involved in helping and working the Spaghetti Dinner this year, explaining that Public Relations Carabajal will have a report next month with all the official numbers.

Deputy Chief of Operations Report:

Deputy Chief Noel reported, in addition to his board report in the Board packet, EMS Captain Japp and himself are working with BK Squared for data reports for all the calls, this data helps with accreditation as well. Chief Noel announced that the Brush 26 deployed again with Lieutenant Reynolds and Firefighter/Paramedic O'Connor to Cascade, Idaho for the Lava Fire with Adams County Fire Rescue. Chief Noel also announced that Engineer Michael Parks and Firefighter/ Paramedic Miller deployed with Jackson 105 to the Pearl Fire by Red Feather Lakes, Colorado. Chief Noel reported that he is working with ADCOM for a move up policy for when there are major incidents to move the rigs around for better coverage. Chief Noel was proud to report that the District has no zero ambulances report since February. Chief Noel explained that the last month has been very busy with fires and the call volume has been trending upwards for the last three months. Chief Noel informed the Board that the squad is in service when the staffing is available. Vice President Bullock asked Chief Noel about the new sidewalk at the intersection of 62nd and Holly and if this intersection was impacting response. Chief Noel explained that yes it is impacting response since this new sidewalk formation makes it too tight for this intersection but technically it still meets the code.

Deputy Chief of Support Report:

Deputy Chief Weigum reported, in addition to his board report in the Board packet, he is working with Adams 14 School District for obtaining the back parking lot behind Station 23 so it can be turned into secure parking for the crews personal vehicles. Chief Weigum explained working with IT Manager Kellar about looking into the TrainFo software and cameras to monitor the train crossings to help avoid train delays on response. Chief Weigum explained that Building Maintenance Kreutzer is working with the elevator company again because the elevator at Headquarters is still having issues. Chief Weigum



informed the Board about the upcoming Community Fire Safety Day event on October 12th here at Headquarters. Chief Weigum explained that with impact fees the District does not need to go through the City or the County for approval for impact fees anymore or need approval for changing of fees.

Board of Directors Report/Comments:

Treasurer Ernie Anderson thanked the IT Division for all the hard work and dedication they give this department. Treasurer Anderson congratulated Local 5124 for the approval for the 2025 Collective Bargaining Agreement and all the IAFF moves. Treasurer Anderson asked the if there were any updates on the MDA collections from this year, President Greening said that Inspector Myers will be sending out an update with the numbers by the end of the month with the final numbers.

Vice President Debra Bullock thanked everyone who was involved in the Spaghetti Dinner and explained she received a lot of questions from citizens about when returning to sit down dinners.

Secretary RJ Fernandez thanked all the chiefs for the timely reports and thanked the IT division for all their hard work. Secretary Fernandez all thanked all who helped with the Spaghetti Dinner, saying he enjoyed coming to help out for a little at Station 23 this year.


Director Kasen Huwa thanked everyone for all the hard work and to keep pushing forward.


President Craig Machuga thanked everyone for all the hard work and all who attend the SDA conference this year.

Any Additional Matters that may come before the Board:

Chief Koger informed the Board that the new Battalion Chief Truck is onsite for the Board to view after the meeting.

Adjournment: With no further business before the Board, President Machuga adjourned the meeting at 5:29 p.m.


Craig Machuga
Board President 10/15/2024.

x 
RJ Fernandez
Board Secretary 10/15/2024. 10-15-2024