



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

July 18, 2023

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 Training Facility, located at 10705 Fulton Street, Brighton, CO 80601 commencing at 6:22 p.m.

Board Members Present:

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

Also Present:

| | |
|------------------|-----------------------------|
| Ken Koger | Interim Chief |
| Hunter Hackbarth | Training Chief |
| Randall Weigum | Division Chief Fire Marshal |
| Brittany Brown | Division Chief Fire Marshal |
| Maria Carabajal | Public Relations |
| Melissa Rossback | Human Resources |
| Anissa Griggs | Public Education Specialist |
| Ron Fano | District Legal Counsel |
| Sandy Danne | Administrative Assistant |
| Thomas Goral | IT Administrator |

Absent: None

Guests: Lt. Greening, Kelly Renfroe, EMS Manager, Platte Valley Ambulance Service Chief Craigle, and Craig Yale, consultant for Intermountain Health. BC Roberts, Chris Brown, FF Dave Thomas, Carissa Thomas, FM Cole Cathcart, Jenni Cathcart, FM Chris Groetzinger, Ashley Groetzinger, FM Christian Orizaba, FM Darren Toro, FM Gavin Schack, Caitlyn Schack, FM Josh Fell, Mary Fell, FM John O'Connor, Jack O'Connor, FM Kyle Miller, FM Matt Wood, Mandie Wood, FM Troy Turner, Andrea Turner, Guy Turner, BC Ross, FF Adkins, Eng. Vandijk, Lt. Davis, FF Shawn Smith, Lt. Urling, FF Zach Martin, Eng. Don Reynolds, Lt. Jeff Osmus, FF K. Martin, Lt. Lowney, and Maria Koger

Pledge of Allegiance:

Swearing In: Division Chief/Fire Marshal, Brittany Brown, FF. D. Thomas, Fire Medics: A. Stone, C. Cathcart, C. Groetzinger, C. Orizaba, D. Toro, G. Schack, J. Fell, J. Leeling, J. O'Connor, K. Miller, M. Wood, and T. Turner.



10-minute recess: Recess began at 6:25 p.m. Meeting resumed at 6:36 p.m.

Public Comments: None.

Approval of Minutes:

Treasurer Anderson made a motion to approve the minutes of the regular board meetings on May 16, 2023, June 20, 2023, and July 10, 2023, Special Board Meeting, as presented in the Board packet. Secretary Bullock seconded the motion. Motion passed unanimously.

Changes/Addition to the Agenda: Treasurer Anderson made a motion to delete item #10 from the agenda, executive session to receive legal advice regarding next steps in workplace investigation process. Vice President Bullock seconded the motion. The motion was passed unanimously.

Executive Session:

Treasurer Anderson made a motion to go into Executive Session pursuant to C.R.S. 24-6-402(4)(b), to receive legal advice regarding issues related to North Area Chiefs collaboration. Secretary Fernandez seconded the motion. The motion passed unanimously. The Board went into Executive Session at 6:51 p.m. The Board came out of Executive Session at 7:25 p.m.

Board Action Items:

Review and approve 2022 Audit.

Secretary Fernandez made a motion to approve the 2022 audit as presented. Treasurer Anderson seconded the motion. The motion passed unanimously.

Treasurer's Report:

The board had no questions regarding bills paid for June 10-July 15, 2023. Interim Chief Koger had nothing to report in addition to the financials submitted in the board packet.

Platte Valley Ambulance Report:

Carl Craige with Platte Valley Ambulance gave a brief report on call volumes in June. There were 802 calls and 464 transports.

Legal Comments:

Attorney Fano reported most of the past month he has been working on personnel issues as reported in the report included in the board packet. Mr. Fano did let the board know, that he will not be in attendance for the August 15, regularly scheduled board meeting but will send someone from his firm in his place.



Local 5124:

Local President Augdon Greening reported that the Local has sent individuals to conferences in Reno where there was training on mental health issues and the Local will work with the District to implement the training learned. Local 5124 will be sending members to a conference in New York in August. And he reported that the training presented at the conference, will be shared with the District as well.

Local President Greening thanked Chief's staff for allowing SACFD to collect on Labor Day weekend for MDA. Greening shared stories on the progress he was able to learn about regarding the break throughs MDA research is doing and it comes from funds collected. Greening thanked Chief's staff for allowing the Local to investigate safer gear to protect from the dangers of potential cancer and explained the dangers of cancer with the current bunker gear material.

Greening invited all the Board to go the memorial in Colorado Springs for fallen firefighters on September 16.

In closing Local President Greening said on behalf of all the union members, he requested that an announcement on the open Chief's position be made soon.

Special Reports:

Deputy Chief of Support Report on District Projects:

Deputy Chief of Support Koger gave a brief update on District Projects.

Headquarters: Patio is underway. The process for LED sign installation has begun.

Support Building: Commerce City is complete with their process. Permit is ready. Waiting on SACWSD. Regardless, work is underway.

Maintenance Building - Canopy complete by the end of the year.

Station 23 - Nothing new to report.

Station 24 - Nothing new to report.

Station 25 - Training prop installed.

Station 26 Generator installed, and sprinkler system is underway.

Station 27 - Nothing new to report

Station 28 - Started process for LED sign installation and monument sign.

Station 29 The time frame for station 29 to be built, would be completion in the second quarter of 2026. This does not include the tenant finish.

The Pound - Storage shed is on hold. May need the money for the groundwork at station 25.



Safety Committee - Next meeting will be in August.

Volunteer Pension - Voting is underway for the new board trustee.

Association - Nothing new to report

Neighbor to Neighbor - No new cards

Interim Chief Koger's Report:

Interim Chief Koger reported that the window in the Chief's office was broken by either a rock or pellet gun.

Suncor Grant - Nothing new to report.

Audit - The audit is completed and waiting approval of the Board.

NAFC - Meeting is being held on July 19th.

EMS event at Station 23 for Platte Valley.

SDA - Chief Koger let all the board members know if they are going to the Special District Association's conference in September, to please get with PR Manager, Maria Carajabal.

Deputy Chief of Operations Report:

Deputy Chief Noel was not present at the meeting but supplied a report in the Board packet. The board had no questions regarding Deputy Chief Noel's report.

Board of Directors Report/Comments:

All Board members congratulated all new hires and promotions that were badged at the board meeting.

All Board members thanked everyone for being patient through the workplace investigation and thanked everyone for holding everything together during this time.

Treasurer Anderson thanked Local 5124 and complimented them on a nice job of the conferences and presentation to the Board.

Vice President Bullock - Said she attended the Lunch and Learn in July and recognized the training division for their presentation and complimented them on a job well done.

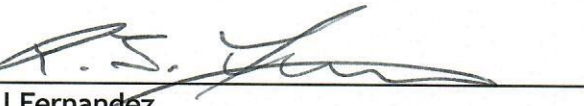
Director Huwa thanked IT Specialist Thomas Goral for all his work in setting up the accommodations for the meeting being held at the Pound. Director Huwa also complimented the Training Division on a job well done at the Lunch and Learn.



Adjournment: With no further business to come before the Board, President Machuga adjourned the meeting at 8:08 p.m.

x 

Craig Machuga
Board President 08/15/2023

x 

RJ Fernandez
Board Secretary 08/15/2023



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July 19, 2023

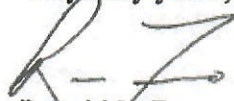
South Adams County Fire
Protection District
Attn: Sandy Danne
6050 Syracuse Street
Commerce City, CO 80022

Re: Opinion Concerning Executive Session Held July 18, 2023

Members of the Board:

In my opinion, the executive session regarding issues related to North Area Chiefs collaboration that occurred during the Board meeting that I personally attended on July 18, 2023, was properly announced and was a privileged attorney-client communication. Therefore, no record or electronic recording of the executive session was required pursuant to Section 24-6-402(2)(d.5)(II)(B), C.R.S.

Very truly yours,



Ronald L. Fano

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