



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

November 15, 2022

A meeting of the Board of Directors of the South Adams County Fire Protection District was held in person and via zoom meeting due to on-going concerns related to the spread of COVID-19 at the South Adams County Fire Protection District's Administrative Building, located at 6050 Syracuse Street, Commerce City, CO 80022 commencing at 6:15 p.m.

Board Members Present:

Craig Machuga	President
Debra Bullock	Secretary
Sam Gillan	Vice President
Ernie Anderson	Treasurer
Alex Fairfield	Director

Lt. Also Present:

Kevin Vincel	Fire Chief
Bobby Noel	Deputy Chief of Operations
Ken Koger	Deputy Chief of Support
Ron Fano	District Legal Counsel
Sandy Danne	Executive Administrative Assistant
Kevin Kellar	IT Manager

Absent: None

Guests: Trey Zima, PR Carabajal, HR Rossback, Lt. Augdon Greening, FF Hackenberg, Engineer VanDijk, BC Roberts, Lt. Martinez, Lt. Todack, Engineer Reifman, Chief Mechanic Miller

Pledge of Allegiance:

Public Comments: None.

Approval of Minutes:

Director Fairfield made a motion to approve the minutes of the October 18, 2022, Board meeting, as presented in the Board packet. Treasurer Anderson seconded the motion. The motion was passed unanimously.

Changes/Addition to the Agenda:

Remove 9 b under Board Action Items, Review and approval of the 2023 Employee Handbook until December 6, 2022, meeting. Changes are being made and need to be discussed with legal.



Special Reports:

Deputy Chief of Support Report on District Projects:

- Station 1:** Meeting this week with new contractor for final cost and schedule. Not a hard number yet.
- Station 3:** Remodel is complete
- Training/Sta. 5:** Finishing flooring in Ambulance Room. Qtr. Will be ready for Ambulance or fire crew.
- Station 6:** Fire sprinkler system install moved to 2023
- Station 8:** Construction starts Nov 17th
- Station 9:** Owner lost a homebuilder. Project is on hold until a second home builder is selected.
- The Pound** Flood repair is complete
HVAC is still our #1 repair concern.
- Safety Committee.** VHS is complete. HR is pushing out to Officers this month. First of year implementation
- EOC** Nothing new
- Association.** Spaghetti Dinner final numbers \$3,750.00 profit. 50% will go to Local 5124
- Neighbor to Neighbor.** No new cards.

Board Action Items:

Review and approve Resolution of the Board of Directors of South Adams County Fire Protection District concerning Amendment to Old Hire Pension Plan.
Treasurer Anderson made a motion to approve the Resolution increasing the Old Hire Pension Plan from 3% each year to 4% per year. Vice President Gillan second the motion. The motion passed unanimously.

Review and approve the 2023-2024 Collective Bargaining Agreement.
Vice President Gillan made a motion to approve the 2023-2024 Collective Bargaining Agreement. Treasurer Anderson seconded the motion. The motion passed unanimously.

Treasurer's Report:



Chief Vincel reported that the everything is on track for the 2023 budget. He reported currently that the District is approximately 10% under budget. Discussions and decisions will be made on what will need to be carried over.

Legal Comments:

Attorney Fano reported things are getting back to normal. Not too many major things. He reported he did receive the release from NGA, and it is complete. FPPA required the resolution and a TABOR letter for the Old Hire Pension that his office worked on. He also reported that the agreement to appoint Director Machuga to the URA board was finalized and Mr. Machuga has been appointed. He touched on the metro district issue and said he will monitor it on a regular basis when legislature is back in session next year and will report on it monthly.

Chief Vincel Report:

Air Pak Washer: Purchased at State Chief's conference. Wash SCBA, boots, gloves and approximately can wash 12-15 per hour.

Old Hire Pension Update: It was confirmed with FPPA, that the unfunded portion that is needed to increase the Old Hire Pension from 3% to 4% each year can be paid for in 2023. The amount has been budgeted in 2023, and will be paid out in January 2023, and the increase will begin in January of 2023 for the Old Hire Pension retirees.

ISO Update/Accreditation: Preliminary review is finished. We should have everything wrapped up for final review by the end of the year. We won't know the new ISO rating until 1st or 2nd quarter of next year. They are super impressed with how far our organization has come since the last ISO audit 5 years ago.

Next year SACFD will go for the Accreditation.

Grant project provides Prairie View High School students the opportunity to build a house at the training center each year.

Union Contract Update: Thanked the Local on the process and how well the negotiations went. He thanked Legal for their assistance in writing the contract and Board Vice President Gillan for his participation.

SAW/Awards Ceremony - Chief Vincel asked PR Director Carabajal to come up and give an update on the on the Awards Ceremony. She said the Awards ceremony is set for November 19 at 5:30 p.m. There will be tours, cocktail hour, and dinner. Pipes and drums will perform. After dinner awards will be presented. She said Chief Vincel reserved State 38 for an after dinner get together. Currently more than 142 people will be attending. Maria reported the SAW academy graduation will begin at 5:00 p.m. on Friday, November 18, with possibly 250-300 people in attendance.

Adcom still looking into a time prioritized dispatch system.



NAFC Update: Discussion on Cad to Cad and how it's working. Chief Vincel reported that the North Area Fire Chiefs approved to have Platte Valley Ambulance responding in the Cad-to-Cad system.

Chief Vincel announced that SACFD is working on having their own worker's comp doctor and physical therapist at the start of 2023. He said he's excited to announce that SACFD will be the first fire department in the north area to have this kind of set-up. This has all been budgeted for in the 2023 budget. By mid-January in 2023 the whole doctor/physical therapy will be in full force. This will be open to all employees.

Chief Vincel gave an update on the fire apparatus. Due to Chief Mechanic Miller's health issues, there has been a delay with the Haz-Com and the Scorpion coming into service.

Deputy Chief of Operations Report:

Deputy Chief of Operations Noel updated the Board on various District projects.

- Hazcom training is almost done. SACFD has been identified as a lead on all Hazmat calls. North area is going to come together and train together. Hazcom was used yesterday at the academy for training.
- Academy is wrapping up. S.A.W. is one of the best academies out there.
- Radios have had their yearly maintenance and only found one radio with issues.
- Stinger 23 training is almost complete we have reached out to CDOT as they have a trainer that will come out and train us for free.
- ALS program is coming together EMS group has completed the FI program and completed its first EMS ALS task book has been published.
- ALS program to track the Meds has been approved and is starting the implementation. This program will also track work orders for building, and equipment.
- Engineer promotion process have been completed. Everyone did a great job. Thank you to everyone that helped put that together. Five to six will be promoted, depending on the Lt.'s promotions and will be announced November 16, 2022.
- December we will have the first meeting with Aurora for the auto and mutual aid on Tower. Aurora's apparatus from the Gaylord will be coming up to 96th if needed for mutual aid with SACFD.
- Platte Valley won the EMS of the year. SACFD has dropped the 90th percentile by 4 minutes.
- Dog Park new apartment complex is opening later this year.
- Adcom - the North Area will come together as a committee to identify what calls are prioritized. The committee will come together this December.
- Adcom keeps status 0 report. SACFD has 0 statuses.

Operation Recognition.



Significant Calls:

Total Call Per unit for the month of OCT
Engine 22 - 231 calls
Engine 23- 273calls
Tower 24 - 133 calls
Engine 26 - 99 calls
Engine 27 - 89 calls
Truck 28 - 86 calls

Board of Directors Report/Comments:

Vice President Gillan said he wanted to thank everyone for how far we've come in the past 7 years.

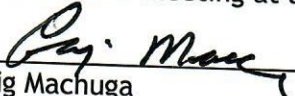
Treasurer Anderson wanted to congratulate the Local for getting the CBA approved. Nice to see how it came together and reaching an agreement. In addition, to everything that is being done, with Hazcom, stinger and everything the department is doing is great to see.

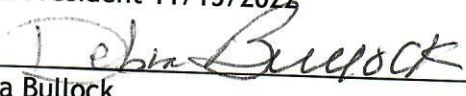
Secretary Bullock said she is looking forward to the graduation and the awards ceremony. Complimented Maria Carabajal on all that she does and is a good representative and good asset to our department. Congratulated everyone on the CBA. Said SACFD is doing amazing things.

Director Fairfield said the progress that SACFD has made the since 1996 is amazing. Also wanted to emphasize the huge training on lithium batteries on how dangerous they are.

President Machuga said since he's been placed on the Urban Renewal Board, it has finally been figured out why no one attends the meeting is because the meetings had not been set at a specific time. The meetings now will be the second Tuesday of every month at 8 p.m.

Adjournment: With no further business to come before the Board, President Machuga adjourned the meeting at 8:20 p.m.

x 
Craig Machuga
Board President 11/15/2022

1x 
Debra Bullock
Board Secretary 11/15/2022