



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

June 15, 2021

A meeting of the Board of Directors of the South Adams County Fire Protection District was held via zoom meeting due to COVID-19 and State and Local Stay-at-Home orders 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:

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

Also, Present:

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

Absent: Secretary Craig Machuga. Treasurer Anderson made a motion to excuse Secretary Machuga. Vice President Gillan seconded the motion. The motion passed unanimously

Guests: Maria Carabajal, Melissa Rossback, Trey Zima, Melissa Wartman, and Stations 22, 24, 26 and 28.

Public Comments: None.

Approval of Minutes:

Director Bullock made a motion to approve the minutes of the May 18, 2021 Board meeting, as presented in the Board packet. Vice President Gillan seconded the motion. The motion was passed unanimously.

Changes/Addition to the Agenda: None

Special Reports:

Chief Report on District Projects:



Chief of Support Koger, gave updates on Fire District construction projects:

HQ Parking Lot. Chief Koger reported the project is 100% complete and Commerce City should be putting up a "Dead End" sign.

Maintenance Facility. Complete mid-July. Public Service delay on inspections. Chief Koger showed some photos of the progress. Chief Vincel asked if the project was coming in under budget. Chief Koger said in a month he will be able to give him the exact amount, but it is looking as if it will come in at approximately \$50,000.00 under budget.

Station 1: June 8th Final City Council zone change approval. Plans & bids June or July, builder on site July early August. 6- month build out.

Station 3: Nothing new to report.

Training/Station 5: Nothing new to report.

Station 6: Nothing new report. General Contractor working at The Pound is going to do a walk-through and will give us some ideas/thoughts, by next Board Meeting.

Station 7: Nothing new to report.

Station 8: East side apron concrete repair completed. West side est. \$75K estimated to replace in ground lighting at same time.

Station 9: Legatto West has not finalized their home builders yet. Mid-July we should hear more.

The Pound: 95% Demo completed. We are going with temporary walls in the office (same as HQ) No Commerce City approval needed. Chief Koger showed some photos of the progress so far.

After touring FD, ACSO & Aims Community College, looking mainly at the A/V, classrooms and conference rooms, Chief Koger reported it was determined that we cannot go cheap on A/V.

Currently working on Ceiling grids, framing, IT & outdoors signs.

Painting is underway.



Carpet first of July

Office, classrooms, conference room buildout will begin in August.

Peer Fitness is working on bids for gym/rehab portion of the building. Bid will be for 100% to complete gym. The gym can be broken up into phases.

Safety Committee - The last meeting was May 27, 2021. Capt. Ottaway spoke to the committee about the 270 E22 accident. Future near misses will be discussed in Safety meetings. Next meeting is July 8, 2021.

Firehouse Committee - Has been set up. Members are Lt. Gawel, VanDijk, Stone, Lt. Lowney, McDaniel, Cerrone and PR Carabajal. 1st meeting was 6/14/21 at the Dog Pound. Wanting input from the crews on how to remodel or re-arrange fire houses to best suit their needs.

The Association: Kitchen and floor remodel is in process.

Neighbor to Neighbor program: No new cards were distributed in May.

Northglenn Ambulance Report:

Melissa Wartman wanted to thank everyone for the support with Northglenn Ambulance. Ms. Wartman gave a brief report on May call volumes of 703 calls. She reported on mutual aid in district was 7 and out of district was 6. 10 calls where eight instances greater than 4 ADCOM calls at a time, 2 system failure. Average length per incidence was 9 minutes. Average Response time emergency 4:54 non emergent 6:56. In 2020 2.37% patients were restrained. And the committee did agree that the restraint was necessary. Median age was 31.6 years old for patients who were restrained. Patient race was 40.2% Hispanic, 41.9 white and 4.2% black. NGA is going to bring report to the North Area group to see if they want to track these restraint patient care numbers too.

Board Action Items

Treasurer's Report:

Chief Vincel wants to thank the team on the overtime budget, Chief Noel has a good plan moving forward and costs went down this month from last month. Legislation is now attempting to address what to do now with assessment rates without Gallagher. Chief Vincel explained how SACFD passing the ballot measure in 2020 was a good thing and explained how it will work if assessment rates go down. The proposed legislation



and pending potential ballot initiatives would lower not only residential assessment rates, but commercial as well.

Treasurer Anderson made a motion to approve the May 11, 2021 - June 7, 2021, bills. Vice President Gillan seconded the motion. The motion was passed unanimously.

Legal Comments:

Attorney Fano complimented the touring of the pound this past month and watching the MCI training.

Counsel for the Greater Brighton Fire Protection District agreed that a joint meeting would be a good idea at some point in the future.

Legal continues to review all new SOP's and Administrative Directives as developed and drafted by HR.

Chief Vincel Report:

Chief Vincel reported that he received bittersweet news from Training Chief Whitner, who gave her notice to retire in September of 2022. And he appreciates the advance notice. He said SACFD will be adding a position for a training and an accreditation manager by the end of the year.

Chief Vincel wanted to thank Chief Koger on his efforts on all the projects and the moving parts.

He also thanked Chief Noel his first month as the Operations Chief and all the progress he is made in his first month.

Chief Vincel reported on the Community and Stakeholder meetings that took place last week and thanked Director Bullock for attending on the external one. Chief reported they had approximately 17 citizens from the District attend the external meeting. He thanked PR Maria Carabajal for all her help in getting citizens to the meeting and for organizing it. He thanked everyone who attended the meetings last week and Captain Metish for getting it all scheduled.

These stakeholder meetings are the 1st step in the accreditation process.

Chief reported that ALS staffing will take some time and money to get established and feels it will be a five-year goal.

Chief announced the audit is complete and he will have it at the July Board meeting for the Board to approve.

Chief Vincel reported that Chief Whitner did a great job with putting on the MCI training. He thanked Mr. Fano for coming and observing it and touring the Dog Pound.



He said it was great seeing all members from the North Area agencies coming and working together.

Chief Vincel reported he reported he had Breakfast with the Chief meetings since things have opened and went to most houses and crews that have invited him to date.

Chief Vincel reported that Chief Noel let him know that some of the Thermal Imaging Cameras will need to be replaced, that some of the batteries are not working any longer.

FPPA - Nothing to report for FPPA, just preparing the budget and the increase on the employer side to go up .50 percent each year until it reaches 12%.

ADCOM - Moving into their new building. Not much to report.

North Area Chiefs started in person meetings this past month, and it was great to see everyone and be in person after the past long year.

State Chiefs - working on a grant for a helicopter and plane

Operations Report:

Chief Noel reported that he is working on a new PO system for all divisions to use. This will help keep better track on what we are spending and making sure that we are getting everything we ordered. This will help save time for account payables and receivables with reconciling credit card statements.

Working on the upgrades for new Engine 21. A bigger Cab which will be useful when there will be ALS, for storage of medical supplies.

Battalion Chief Hackbarth and FF Cathcart are currently working on a cost for all the paramedic equipment and sending two individuals to paramedic school next year in 2022. Also working on what that program looks like for the department.

The new TICS were ordered and should arrive sometime in June or beginning of July. One thing about the new TIC is the Officers TIC will record, which will help with training and with investigations.

Fit testing starts June 14th for the new SCBA's. The plan is to have the new air pack in service in August.



June 1st, Chief Noels said he had a meeting with all the Division heads to view a new communication tool. The program is called First arriving dashboard. This program will take every system that we currently use such as active 911, NFORS, Crew Sense, Target Solution, check it and Outlook calendar and put them on one system and stream it on a TV in every firehouse so everyone can view them. It will also allow Chief Vincel to push out information via videos along with PR, HR, Safety, Prevention, Training, and the Mechanic shop.

Chief Noel reported that he and the Battalion Chiefs are currently working on a replacement plan for all operational items, this includes tools, PPE, and station life things such as bedding, stoves, dishwashers, and anything that needs to be replaced will be on a schedule for replacement.

Chief Noel reported that he and HR are working on updating and redesigning HR Bamboo, for the evaluation to better fit the line staff.

Chief Noel said he and the Shop are starting to work on SOG just for the shop.

Chief Noel said he and BC Hackbarth are currently working with Aurora Fire on getting their radio channels and setting up a Mutual Aid response on the southeast side of the District, along 88th and 82nd and Tower.

Operations is working on a better way to track how many transients' fires the District is responding to. As this is an issue across the state. We could see a rise in homeless camps as Aurora has passed a city ordinance that they do not allow homeless camping in their city.

Engineer Martinez is helping to better track on how many calls SACFD respond to regarding transients.

Operational Recognition:

Engineer Aaron Myers on A-shift station 28 completed his doctorate in Archeology and Anthropology.

Captain Fairband on C-shift station 28 completed his Bachelor's in organizational leadership

FF Shawn Smith and his wife Brook gave birth to their second son on May 26th.

Operations significant calls:

May 12th - A shift had a Warehouse Fire at 84th and Rosemary. Crews were on scene for 6 ½ hours.

There have been 34 weed fires/transient fires



A shift had a tech rescue call out on May 30th for a vehicle into a house. Crews from North Metro Fire, Thornton Fire, Westminster was called out to help shore up the building.


Board of Directors Report/Comments:

Vice President Gillan said thank you to everyone for continuing to do a good job. He also wanted to thank and said he appreciated the Association for taking care of the antique rig.


Treasurer Anderson said it was nice getting back together in person for the meetings. He congratulated Chief Noel and the progress he is made in his first 3 weeks as Operations Chief.

President Fairfield also said it nice to be back in person at the meeting. He said it was a long year, but the District go through a pandemic by working together. He also said he appreciates that whenever there is a question, it gets addressed right of way and he appreciates that.

Adjournment: With no further business to come before the Board, the meeting was adjourned at 7:47 p.m.

x 

Alex Fairfield
Board President 07/20/2021



Ernie Anderson
Board Treasurer 07/20/2021