



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

March 21, 2023

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
Ernie Anderson	Treasurer
Alex Fairfield	Director

Also Present:

Kevin Vincel	Fire Chief
Ken Koger	Deputy Chief of Support
Bobby Noel	Deputy Chief of Operations
Randall Weigum	Division Chief Fire Marshal
Miles Miller	Chief Mechanic
Ron Fano	District Legal Counsel
Sandy Danne	Administrative Assistant
Kevin Kellar	IT Manager
Thomas Goral	IT Tech

Absent: Sam Gillan - Director Fairfield made a motion to excuse Director Gillan. Treasurer Anderson seconded the motion. The motion passed unanimously.

Guests: Trey Zima, EMS Manager Kelly Renfro, BC Roberts, President of Local 5124 Lt. Greening, Firefighters Kevin Delaney and Matt Adkins, Lt. Bendinelli, Engineers VanDijk and Reifman, HR Manager Rossback and Platte Valley Commander Carl Craige and community citizen Kasen Huwa.

Pledge of Allegiance:

Public Comments: None.

Approval of Minutes:

Director Fairfield made a motion to approve the minutes of the February 21, 2023, Board meeting, as presented in the Board packet. Treasurer Anderson seconded the motion. The motion was passed unanimously.



Changes/Addition to the Agenda: None

Special Reports:

Deputy Chief of Support Report on District Projects:

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

Association Building - Things are moving forward.

Maintenance Building - Started the process to put the canopy up on the east side.

Station 23 - nothing new to report.

Station 24 - nothing new to report.

Station 25 - nothing new to report.

Station 26 fire sprinklers installation has been scheduled and is estimated to start in April.

Station 27 - Concrete was replaced last week.

Station 28 - nothing new to report.

Station 29 - phone call to Legatto West last week. Looking for a secondary site.

The Pound - Security vestibule at main entrance is 90% complete. Started on the concrete and canopy for the antique truck.

New Safety Committee is: Nothing to report.

Volunteer Retirees - Nothing to report.

Association - Having an Easter Party for all members children ten and under on April 1, 2023.

Treasurer's Report:

Chief Vincel gave a brief update on the Budget process. Accountant Trey Zima is looking at a new accounting software. The audit is moving along.

Legal Comments:

Attorney Fano reported not much work was done in the past month, with the few matters worked on being set forth in the memo contained in the board packet. Mr. Fano referred to the written update on legislative matters that might impact the district that was included in the board packet. He said he will continue to give updates monthly until the legislative sessions are over near the end of May. The Governor can sign bills into law through the summer months following the end of the legislative session.



Local 5124:

Local President Augdon Greening reported that Pumper 207 is being worked on to be ready to be used for funerals for retirees.

Greening reported and extended invitations to everyone to attend the Memorial in Colorado Springs for fallen firefighters.

Greening reported there has been training for the peer support system that is district and statewide.

Local member Chris VanDijk presented the International Association of Fire Fighters Legislative Issues Book and spoke to some of the legislative issues, which included health and welfare of firefighters.

Chief Vincel Report:

Chief Vincel gave a brief report on the trip to Florida for the accreditation conference. Chief reported that he, Chief Koger, Chief Noel, Capt. Metish and Amanda Foote. After seeing some of the hearings on other departments, Chief Vincel feels confident SACFD will be ready next year.

Chief Vincel reported that a Publication Education Specialists has been hired and will start on April 3, 2023. And a conditional offer has been made to a candidate for the Division Chief position.

Chief Vincel gave an update on the Work Comp/Physical Therapy. Physical Therapist Maura Sundseth is busy every day. The whole wellness program is going well and thanked HR Melissa Rossback.

Chief Vincel reported the audit is going well.

Chief Vincel reported he met with the new Commerce City Police Chief, and they are going to start meeting quarterly.

Chief Vincel gave an ADCOM update, communication center construction has begun and is scheduled to be completed by July/August 2023. Director Bullock asked what is going to become of the old ADCOM building. Chief Vincel said he believes one building will be to handle all fire calls and one will be for police calls.

Chief Vincel gave a brief NAFC update. A meeting was held at the Pound regarding SACFD conducting an Academy.

Chief Vincel reported that promotional exams are being held for Captain and Lieutenant positions.

Platte Valley Ambulance Report:



Carl Craigle with Platte Valley Ambulance gave a brief report on call volumes for the month, 662 calls, 396 transports. He said the top five response calls received are:

1. Sick
2. Motor vehicle accident
3. Shortness of breath
4. Falls
5. Chest pains.

Craigle reported that they hired a new training Captain, and he is currently going through field training.

Deputy Chief of Operations Report:

Chief Noel reported on the following:

Had a meeting with Suncor to see how we can work together better on calls.

This month we will be updating our call response types due to the new cad to cad and new GIS mapping.

Working on a staffing SOG for the blocker, squad, and brush trucks

ALS is still moving along and still working on getting the paramedic cleared.

Officer development is held this month. We will be going over new work comp documentation and will be After acting the DEC 31st fire and talking about some new tactics.

Meeting with the promotional committee and we are currently building a written test for the upcoming promotional process that will happen later in May.

Significant Calls:

Total Call Per unit for the month of Feb

Engine 22 - 219calls

Engine 23- 219 calls

Tower 24 - 94calls

Engine 26 - 105 calls

Engine 27 - 75 calls

Truck 28 - 87 calls

Blocker 23- 6 calls

Chief of Fire Prevention Fire Marshal Report:

Fire Prevention Fire Marshal Weigum reported that the staff has been working on the accreditation.

Updated the Board on activities for the month: seven training courses for a total of 96 hours, 4, bureau call outs, thirty-two construction inspections, twenty-three new develop plans.

Chief Weigum updated the board with impact fees at \$21,000 - \$34,000 for the year.

Chief Weigum reported that he met with Denver Water on an emergency action plan on March 21, 2023.

Training Chief Report:



Training Chief Hackbarth updated the Board on various training projects. He reported to a CMCB Officer II, and thirty students attended from other fire departments including SACFD. SACFD had wildland training with the arsenal. Eleven sets of bunker gear have been replaced that had been damaged. Facilitate fire sled training that will include new testing next year.

Public Relations Report:

PR Carabajal was not present. Chief Vincel reported the 2022 Annual report is being worked on.

Fleet Maintenance:

Chief Mechanic Miles Miller reported that the new Division Chief car is completed, and the maintenance facility completed two command cars for Platte Valley Ambulance.

Board of Directors Report/Comments:

All Board members shared their appreciation and thanked Local 5124.

Treasurer Anderson thanked the Chief for doing a nice job at the NAFC meeting.

Adjournment: With no further business to come before the Board, President Machuga adjourned the meeting at 8:12 p.m.

x _____

Craig Machuga

Board President 04/18/2023

x _____

Debra Bullock

Board Secretary 04/18/2023