



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

February 20, 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:

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| 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 |
| Miles Miller | Chief Mechanic |
| Brittany Brown | Division Chief of Fire Prevention |
| Ron Fano | District Legal Counsel |
| Sandy Danne | Executive Administrative Assistant |
| Trey Zima | District Accountant |
| Emma DeRosia | Administrative Specialist |

Absent: None

Guests: Lt. Greening, Captain Osmus, Eng. Vandijk, FF's Adkins, and Thomas, EMS Coordinator, Kelly Renfroe, PR Director Maria Carabajal, Lt. Keshia Koger, Administrative Assistant, Fernanda Herrera, Deputy Fire Marshal Doherty, Inspector Myers, FPS's Wildeman, Myers and Bentley and Melissa Rossback, Human Resources.

Public Comments: President Greening of Local 5124 reported that two members from SACFD will be attending the National Firefighter Conference. He reported that SACFD is one of seven fire agencies that always has someone representing the fire district at the conference. He thanked Engineer Vandijk and Captain Keeton. Mr. Greening commented on several other topics as well including hiring and raises.

Approval of Minutes:



Secretary Fernandez made a motion to approve the minutes from the January 16, 2024, regular board meeting as posted in the board packet. Treasurer Anderson seconded the motion. The motion passed unanimously.

Changes/Addition to the Agenda: Eliminate number 8, Board Action item regarding Resolution for setting a hearing on an inclusion petition as the property owner has not yet submitted the petition.

Financials:

Chief Koger reported on bills paid from January 22, 2024 - February 12, 2024.

Director Huwa asked Chief Koger why the utilities bill for HQ was so high. Chief Koger said he would check with Building Maintenance Bob Kreutzer.

Legal Comments:

Mr. Fano said most of his work for the month was reported in the report included in the board packet. He reported that the first of the legislative tracker updates was included in the board packet and said it will be updated monthly. He also reported that the counties are working on amounts to be reimbursed to special districts for lost revenue as a result of changes in the assessment rates. On March 1st the County will report the calculated losses for each district to the State and by April 15th, the State will send to the counties the money lost and the counties will distribute to the special districts.

Executive Session:

Director Huwa made a motion to go into Executive Session pursuant to C.R.S. 24-6-402(4)(f), to discuss updates on personnel matters. Secretary Fernandez seconded the motion. The motion passed unanimously.

The Board went into Executive Session at 4:42 p.m. The Executive Session was recorded.

Treasurer Anderson made a motion to come out of Executive Session, and Secretary Fernandez seconded the motion. The motion passed unanimously.

The Board came out of Executive Session at 5:02 p.m.

Special Reports:

Chief's Report:

Chief Koger reported, in addition to his written report included in the board packet, that the fire district will be posting for the following job positions:

- Fire Prevention - Permit Tech
- EMS Captain
- 3 replacement Firefighter positions

And replacements for the following open positions:

- Inspector
- Battalion Chief and Training Chief.

Chief Koger reported the EMS Division has been put on hold until June/July 2024.

Dr. Paluska resigned March 31, 2024, as the district's medical director.



Chief Koger reported that SACFD maintenance facility will be servicing Platte Valley Ambulances.

Chief Koger reported that the accreditation hearings for SACFD to become accredited will be the week of February 26, 2024, in Florida.

Chief Koger reported that an engine has been ordered and will be delivered in 2027 and another engine and a truck have been ordered that will be delivered in 2028. He said both the engine and truck were in the sustainability report.

Deputy Chief of Operations Report:

Deputy Chief Noel reported in addition to his written report included in the board packet.

Deputy Chief Noel reported that all EMS have been suspended temporarily effective February 1, 2024. All EMS equipment that was purchased with Grants has been pulled off the engines. Chief Noel reported he was in Nashville at the Academy for two weeks for Executive planning. The posting for lateral firefighter positions will go out this week and will be hired by June 10th.

Deputy Chief of Support Report on District Projects:

Deputy Chief of Support Weigum reported he is currently reviewing all committees, SOG's, software policies and grant processes and tracking. The plan is to reduce some of the committees from last year.

Will be analyzing all SACFD buildings and properties (i.e. apparatuses and vehicles) to form a prevention schedule on all SACFD buildings and vehicles.

Chief Weigum reported that he will develop policy and standard operating guidelines for all committees and property and buildings.

Chief Weigum reported he is working with the school district and the County Commissioners on the availability of land that each organization may have for the site of station 2.

Board of Directors Report/Comments:

All Board members thanked everyone for the awards banquet. And congratulated everyone who received awards.

Secretary Fernandez thanked the awards committee for a great event. And congratulated all award recipients.

Ernie Anderson asked for an update on the injured firefighter. Chief Noel said his recovery is day to day. There may be some underlying issues but assured him and everyone that the injured firefighter will always have a spot at SACFD.

Chief Noel said station 72 in Thornton has really helped the Applegate family and continues to help with the food train. From the bottom of our hearts, thanked station 72.

Aurora's Peer support team came out that night. Chief Noel said the support from SACFD neighbors has been so great.



Vice President Bullock - In addition to thanking everyone for the awards banquet, she wished everyone luck in Florida at the accreditation hearings.

Director Huwa - Extended thanks and congratulations to all award recipients.

Adjournment: With no further business to come before the Board, President Machuga adjourned the meeting at 5:15 pm.

A handwritten signature in black ink, appearing to read "Craig Machuga", written over a horizontal line.

Craig Machuga
Board President 03/19/2024.

A handwritten signature in black ink, appearing to read "RJ Fernandez", written over a horizontal line.

RJ Fernandez
Board Secretary 03/19/2024.