

MINUTES  
GREATER BRIGHTON FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS MEETING  
500 S. 4<sup>th</sup> Avenue, 6<sup>th</sup> Floor, BRIGHTON, COLORADO 80601

**July 9, 2014**

- Call to Order

President Morris called the meeting to order at 6:00 p.m.

- Roll Call

Present

Dean Morris, President  
Scott Gerhardt, Vice President (Absent and Excused)  
Frank Serafini, Treasurer  
Arlin Riggi, Secretary  
Don Rowe, Assistant Secretary

Also in Attendance

Mark A. Bodane, Fire Chief	Lynn Baca, City Councilwoman
Kris Krengel, Division Chief - Fire Marshal	Gerard Lutz, Battalion Chief
John Schissler, Division Chief – Tech. Svcs	Robert Baumgartner, Retiree
Mike Schuppe, Division Chief - Operations	Ron Delvanthal, Retiree
Rita Saunders, Finance Manager	Dr. Candace Harrod, District Medical Director
Carol Thompson, Administrative Assistant	Carl Craige, PVA
Michelle Ferguson, District Legal Counsel	Kelley Duke, Legal Counsel

- Call for Changes to the Agenda

MOTION: Secretary Riggi made a motion to approve the agenda as presented.

SECOND: Assistant Secretary Rowe

APPROVAL: Motion carried unanimously.

- Presentations

- a. Dr. Candace Harrod – Fire District’s Medical Director

Chief Bodane introduced Dr. Candace Harrod, one of the managing partners with the Brighton Community Emergency Physicians who staffs the Platte Valley Medical Center Emergency Department and who serves as the District’s Medical Director. Dr. Harrod reviewed her role as the District’s Medical Director, explaining that she approves and reviews general BLS and ALS protocols, reviews patient charts, and oversees quality assurance. She holds monthly meetings with the Fire District and Platte Valley Ambulance to discuss a variety of issues including personnel issues, quality of medical services, and protocols and procedures. Now that Greater Brighton staffs paramedics on District apparatus, Dr. Harrod is applying the PVA protocols to District paramedics, ensuring all paramedics are following the same practices and procedures. She also participates in the training of the paramedics, and once a year she holds a three hour comprehensive training for both District and PVA members. Dr. Harrod stated that her biggest role is quality control.

Her concerns moving forward include providing medics in the outlying areas enough calls and

## RECORD OF PROCEEDINGS

---

---

enough ALS experience to maintain their skills. She stated that the District and PVA are currently working well together, maintaining the skills, training and education that they need.

- b. Legal Counsel Michelle Ferguson introduced Kelley Duke from Ireland Stapleton. Ms. Duke specializes in real estate and litigation matters involving Special Districts. She is currently working on the Vestas project.

- Public Comment

There were no public comments.

- Action Items

- Consent Agenda

1. Approval of Financial Report year-to-date ending May 31, 2014
2. Approval of June 2014 accounts payable checks  
GF check numbers 25196 to 25239 and ACH Standard AFLAC and Standard Insurance  
HW check numbers 303 to 306 and check numbers 1715 to 1716 and ACH Anthem, Cigna Health, Standard Insurance and on-going Flexible Spending Account  
CD check numbers 26240 to 26243  
Total May 2014 expenditures: \$607,884
3. Approval of June 11, 2014 Board Meeting Minutes  
Approval of June 25, 2014 Study Session Minutes

MOTION: Treasurer Serafini made a motion to approve the Consent Agenda, as presented.

SECOND: Assistant Secretary Rowe

APPROVAL: Motion carried unanimously.

- Reports/Informational Items

- Chief's Report:

In addition to his written report, Chief Bodane updated the Board on the following items:

1. Chief Mark Bodane and Division Chief Mike Schuppe will meet with Thornton representatives within the next couple of weeks. It was noted that the Thornton Fire Chief has accepted a position with a fire department in Montana and will be leaving the 1<sup>st</sup> week of August. The City of Thornton will retain his services on an as needed basis until a new fire chief is selected.
2. Mineral Leases – The District received two mineral leases for the property under Station 52 from the same company who submitted mineral leases for the property under Station 51. The District contacted the company and noted that all the conditions the District laid out on the Station 51 lease will apply to the Station 52 lease. The District now has a total of four leases pending.

## RECORD OF PROCEEDINGS

---

---

3. Weld County Radio Channels – Chief Bodane noted that the District is going to avoid changing out the radios and maintain the current frequencies as long as possible. The District is waiting on a response from the Weld County Commissioners regarding their position that outside agencies cannot have Weld County radio channels. This is a political issue getting in the way of the day-to-day operations, and has become a safety issue for the crews.
4. The moving of the MCCU unit to another jurisdiction is still pending.

### Division Chief – Fire Prevention Report:

Division Chief Kregel added the following to his written report:

1. The City of Brighton approved a business license for a Papa Johns near Bridge Street and Highway 85.
2. The Bromley Park filing will be for spec buildings catering to the oil and gas industry.
3. The Fire Prevention Division reviews all liquor license renewals. If the inspection uncovers any violations, the permit is not approved until the violations are corrected.

### Division Chief – Technical Services Report:

Division Chief Schissler added the following to his written report:

1. The sewers at Stations 54 and 55 have been fixed.
2. Landscaping at the Volunteer Memorial Statue is underway. Division Chief Schissler showed photos of the progress; they are working towards a September 1 completion date. He stated that United Power dug holes for three flagpoles instead of one, and that delivery of bricks will be 6-8 weeks following placement of order.

The Board and Chief Staff discussed the idea of adding large boulders around the outside borders to protect the statue area from possible traffic accidents. Division Chief Schissler noted that they are looking at putting down new asphalt sealer in the parking lots when landscaping is done. A sample of the memorial rock was presented as it would appear with District emblem and bronze plaque.

### Division Chief – Operations:

1. Five of the six new paramedics are doing their ride times. The sixth member who was on light-duty has returned and has started his clinicals. All five of the paramedics doing their ride times will have completed the program by mid-August. On August 17<sup>th</sup> the District will begin its 240 hour field training with Platte Valley Ambulance.

### Financial Report:

Rita Saunders had nothing to add to her written report.

### Attorneys' Report

Attorney Ferguson added the following to her written report:

1. She updated the Board on some of the legislation that was passed in 2014.
2. Annual Fire Chief performance evaluations are due by the end of July. She will be forwarding an evaluation to each director for his comments.
3. Legal counsel is working on the Vestas property donation. They are still awaiting the final version of the Gift Agreement.

## RECORD OF PROCEEDINGS

---

---

### City of Brighton Liaison Report

City Councilwoman, Lynn Baca addressed the Board.

1. She thanked the District for their attendance at all of the community events.
2. The City went on a budget advance and did a strategic planning session which will set the agenda for the next 12 months. Councilwoman Baca noted that the City has identified that it needs to put more personnel and money into operational departments to support staffing i.e. streets, fleet, police department, parks and recreation. The City is also looking at succession planning.
3. A new Utilities Director should be on board soon.
4. The City is considering an extensive community survey of 1,200 residences. The purpose is to evaluate the level of City services against citizens' expectations.
5. Upcoming City events – City Picnic is July 17<sup>th</sup>, Concert in the Park is on Friday, July 18<sup>th</sup>.

- Old Business

No old business to report.

- New Business

No new business to report.

- Adjournment

MOTION: Treasurer Serafini made a motion to adjourn at 7:05 p.m.

SECOND: Secretary Riggi

APPROVAL: Motion carried unanimously.

The meeting was adjourned at 7:05 p.m.

---

Arlin Riggi, Secretary