

## RECORD OF PROCEEDINGS

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West Metro Fire Protection District  
Board of Directors Meeting  
April 18, 2023

### I. CALL TO ORDER

The regular meeting of the West Metro Fire Protection District board of directors was called to order by President Jerry Cassel at 6:32 p.m. This meeting was held in accordance with the applicable statutes of the state of Colorado, at West Metro Fire Protection District's headquarters, 433 S. Allison Parkway, Lakewood, Colorado and made available remotely via Teams.

### II. ROLL CALL

President Jerry Cassel	Present
Vice President Marta Murray	Present
Secretary Don Sherman	Present
Treasurer Carolyn Wolfrum	Present
Director Bill Clayton	Present
Director Mike Feeley	Absent
Director Mike Williams	Present

Also present were Fire Chief Don Lombardi; Deputy Chief Mike Kirkpatrick; Deputy Chief Dan Pfannenstiel; Division Chief Jay Jackson; Ms. Adele Reester, Esq.; Mr. Bruk Mulaw; and, Ms. Jennifer Wheaton as recording secretary.

### III. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

President Cassel led the Pledge of Allegiance and requested a moment of silence to honor all fallen firefighters.

### IV. REVIEW OF MINUTES

**MOTION: It was moved by Bill Clayton and seconded by Mike Williams to approve the minutes of the regular meeting of the board of directors dated March 21, 2023, as presented. The motion was voted upon and carried.**

### V. OATH OF OFFICE FOR CAPTAIN AARON GIESICK

#### RECESS

At approximately 6:40 p.m., President Cassel announced the board would take a 10-minute recess to congratulate the newly promoted Captain Giesick, and would reconvene the regular meeting of the West Metro Fire Protection board of directors at 6:50 p.m.

### VI. PUBLIC COMMENT

None.

## VII. REPORTS

### A. Report of the Fire Chief – Fire Chief Don Lombardi

#### 1. Golden Fire Update

Chief Lombardi updated the board members on the feasibility study with Golden that is being conducted by a group of consultants. Requests for information from West Metro such as benefits have been submitted for the purposes of the study.

West Metro has been asked by Golden to provide an academy coordinator for the next Golden volunteer fire academy, going on now through August. Captain Dan Wenger has been selected to lead this academy at the West Metro Training Center. Golden will pay \$80,000 to cover the costs of Captain Wenger's salary, as well as the use of the Training Center facility.

Chief Lombardi, Chief Kirkpatrick, and Ms. Reester recently met with the Lakewood Reinvestment Authority to discuss upcoming projects and financing that relate to plans for redevelopment.

The Belmar urban renewal project already in existence has two parts that will be sunsetting in 2025 and 2026, which will become available for collecting full tax revenues in the future.

Chief Lombardi will be representing the Metro Chiefs at a Diversity, Equity, and Inclusion conference of the European Fire Chiefs in Copenhagen, Denmark next week.

### B. Finance Division Update – Finance Director Bruk Mulaw

#### 1. February 2023 Financial Statements

Mr. Mulaw reviewed the February 2023 financial statements which will be brought to the board for approval at the May 16, 2023 meeting.

West Metro received the prestigious Certificate of Achievement for Excellence in Financial Reporting for the Annual Comprehensive Financial Report - Fiscal Year 2021 from the Government Finance Officers Association

### C. Administration – Division Chief Jay Jackson

#### 1. Administration Update

West Metro is in the process of filling three vacant civilian positions. A conditional job offer will be extended this week to a candidate for the administrative assistant to the deputy chief of administration position. The

first round of interviews concluded this week for the vacant EMS billing technician position, and applications are still being accepted for the plans examiner position, with three quality candidates who have submitted applications so far in the application period.

The plans for construction at the Administration building are progressing with the architect. The next step is to identify a contractor through the public bid process.

A vendor has been selected to replace the sign in front of the Administration building to one that has digital display capabilities. The Training Center will receive a similar digital sign once the work is complete at Administration.

Thanks to the efforts of Wildland Coordinator Captain Brendan Finnegan, the District was awarded a grant to purchase wildland helmets for each uniformed employee.

The District has also submitted a grant to the Water Conservation Board for a turf replacement program at the fire stations.

The IT Division and the Communications Strategic Planning Team have rolled out the new SharePoint internal website called Resource Hub. This site will be the new internal communications site for all employee-related documents. Vector Solutions will still be retained as a learning management system for the Training and EMS Divisions.

#### D. Operations – Deputy Chief Dan Pfannenstiel

##### 1. Operations Update

Chief Pfannenstiel mentioned notable calls in the District in the last month. One was a hazardous materials call at the Coors brewery involving sulfuric acid. Company 2 and Company 5 responded, working through the night. Cost recovery for this response will be directed to the Adams/Jeffco Hazmat Authority, as well as Fairmount Fire for the mutual aid request.

The West Metro Recruit Academy graduation ceremony will be held on June 15, 2023 at 4:00 p.m. at Dakota Ridge High School.

##### a. Hogback Fire Overview

Chief Pfannenstiel reported on the events of the Hogback Fire which occurred on March 31, 2023 at around 2:30 p.m., caused by arcing powerlines and high winds with gusts up to 60-75 mph. The fire burned 44 acres in total. 5,000 residents received pre-evacuation instructions. The fire event was supported by 15 fire agencies, the Division of Fire Prevention and Control, four law enforcement agencies, JeffCo Open Space, JeffCom 911, including

the JeffCom 911 mobile dispatch unit, the Jefferson County School District and more. The fire was 100% contained three days later, by the morning of April 3<sup>rd</sup>. Chief Pfannenstiel credited the successful outcome of this incident to the tremendous cooperation and support of the surrounding agencies that responded with West Metro to this fire event.

E. Life Safety – Deputy Chief Mike Kirkpatrick

1. Comprehensive Project Report – Electronic Report

The city of Lakewood is considering an economic incentive program for the removal of buildings in disrepair to create new opportunities for development within the city. West Metro tends to see reductions in nuisance calls and other criminal activities that occur in these buildings when these vacant buildings are removed.

Bandimere Speedway is hosting a circus event with a 35,000 square foot tent. Code enforcement is working on the preliminary planning for this event with special consideration for the extra-large size of the tent.

Casa Bonita is preparing for its grand reopening in the coming months.

2. Nymbbl Presentation

Chief Kirkpatrick provided a presentation on a balance, mobility and fall prevention app called Nymbbl. West Metro encounters an average of three fall victims per day, making up approximately 2.5% of the total incidents throughout the year. West Metro is partnering with this app which is directed to the greater Denver area through a grant in partnership with the Denver Regional Council of Governments (DRCOG). The app training program prevents falls by aiding the user with engaging games and exercises, presenting cognitive challenges with simple body movements to improve balance. The app has been proven to reduce fall-related claims by 35%. Efforts to implement this app in the community for citizens aged 60 and over will include outreach to assisted living centers, and engagement with at-risk populations encountered via the advanced resource medic.

F. Other Matters

1. Chief Lombardi Upcoming Travel Conflicts with Board Meeting Dates

Chief Lombardi requested and received approval from the board to hold the June 20 and August 15, 2023 board meetings remotely via Teams to accommodate his travel schedule. Chief Lombardi also mentioned that due to some construction work projected in the board room later in the year, there is a possibility that the September, October, November, and December board meetings will need to be held remotely as well.

G. Report of Legal Counsel – Adele Reester, Esq.

Ms. Reester updated the board on the Bourne matter. The court has ruled in favor of the District following the briefings. Ms. Reester added that the court understood the record on appeal, and the steps taken by the board, the Civil Service Committee, and district court. The court found that the actions of the District were supported by the record and has ultimately upheld the chief's decision, the board's decision, and the Civil Service Committee's decision during this process. The decision is subject to appeal by the court of appeals.

Dick Lyons will step in for Ms. Reester to provide the May meeting legal report.

H. Report of the President – President Jerry Cassel

Mr. Cassel reminded the board that the new member would be sworn in at the May board meeting. Election of officers will occur at the June board meeting along with the selection of committee liaison assignments.

The fallen firefighter memorial ceremony will occur on April 29, 2023 at 10:00 a.m.

The summer SDA workshops are available for registration. Please inform Ms. Wheaton of interest in signing up for one of the sessions.

I. Treasurer's Report – Treasurer Carolyn Wolfrum

**MOTION: It was moved by Carolyn Wolfrum and seconded by Marta Murray to approve the January 2023 financial statements as presented. The motion was voted upon and carried.**

J. Report of the Union – Lieutenant Mike Mulcahy

None.

K. Report of Civil Service Committee – Secretary Don Sherman

Mr. Sherman reported on the April 11, 2023 Civil Service Committee meeting. The next meeting of the CSC is scheduled for May 9, 2023.

## VIII. OLD BUSINESS

A. Lakewood Communications IGA – Division Chief Jay Jackson

**MOTION: It was moved by Bill Clayton and seconded by Mike Williams to approve and execute the proposed Communications Intergovernmental Agreement (IGA) between the city of Lakewood, the city of Wheat Ridge, and the West Metro Fire Protection District for the use and maintenance of a shared radio communication system. The motion was voted upon and carried.**

**IX. NEW BUSINESS**

None.

**X. BOARD BRIEFS**

A. Station 17 Remodel Project – Division Chief Jay Jackson

**XI. OTHER MATTERS**

None.

**XII. EXECUTIVE SESSION**

None.

**XIII. ADJOURNMENT**

**MOTION: There being no further business to be presented it was moved Bill Clayton and seconded by Mike Williams to adjourn the regular meeting of the West Metro Fire Protection District board of directors. The motion was voted upon and carried.**

The meeting adjourned at 8:15 p.m.

Recording Secretary: /s/s/ Jennifer Wheaton  
/s/ Don Sherman