



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

June 18th, 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:

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 Services
Miles Miller	Chief Mechanic
Andrew Fairband	Interim Training Chief
Jason Oster	Training Chief
Ron Fano	District Legal Counsel
Maria Carabajal	Public Relations
Melissa Rossback	Human Resources
Trey Zima	District Accountant
Emma DeRosia	Administrative Specialist
Kevin Kellar	Information Technology Manager

Absent: None

Guests: Public Education Specialist Anissa Griggs, Lieutenant Keshia Koger, Captain Ryan Doherty, EMS Captain Roger Japp, Captain Augdon Greening, Firefighter Matt Adkins, Firefighter Savannah Elliott, Engineer Chris VanDijk, Information Technology Administrator Robert Kern, Permit Tech Damaris Tovar, Captain Dean Vitale, David Mirant with CDOT, Crystal Armendariz with CDOT and Timothy Ahopelto with Hinkle and Company.

Public Comments: No Public Comment



Approval of Minutes:

Secretary Fernandez made a motion to approve the minutes from the May 21st, 2024, regular board meeting as posted in the board packet. Vice President Bullock seconded the motion. The motion passed unanimously.

Changes/Addition to the Agenda: No Changes or Additions to the Agenda.

CDOT Presentation:

Mr. David Mirant and Ms. Crystal Armendariz from CDOT gave a presentation to the District Board about the planning and stages for the future improvements on the I-270 corridor. Chief Koger did address that the Departments biggest concern is the shoulder width and the need for turn arounds on the corridor for the engines and trucks to turn around. Mr. Mirant explained that this concern has been heard and is included in all future plans for improvement of the corridor.

Board Action Items:

Treasurer Anderson made a motion to approve the FPPA renewal of Affiliation and to authorize execution of the renewal documents. Secretary Fernandez seconded the motion. The motion passed unanimously with no discussion.

President Machuga asked if there will be a study done with FPPA this year. Chief Koger reported that he would look into this for the Board.

Financials:

Chief Koger reported on total bills paid and unpaid from May 16th, 2024, to June 10th, 2024.

Chief Koger answered questions for the Board of Directors about current budget, including why the physicals line item was so high due to heavy metals testing being added to the blood draws for all employees and the additional physicals for new employees. Treasurer Anderson asked if the physicals were taking place every year. Chief Koger informed him that yes, the physicals take place every year at the Pound, also that the team is looking into having the physicals take place during the employees birthday month to spread out the physicals instead of all at once.

Timothy Ahopelto with Hinkle and Company presented to the District Board the 2023 Audit report. Mr. Ahopelto reported to the Board the plan on how this audit was accomplished and that the total process went smoothly. Secretary Fernandez questioned Mr. Ahopelto about when the District should expect the final draft. District Accountant Zima informed the Board that the deadline to have audit to the State is by the end of July and the final audit should be delivered to the District in a couple of weeks.

Legal Comments:

Mr. Fano said most of his work for the month was reported in the report included in the board packet. Mr. Fano reported that he had nothing else to report beyond the matters referenced in his report.

Local 5124:

Mr. Greening conveyed to the Board that since the last meeting the Local 5124 has been busy. Mr. Greening reported that the Local 5124 has a new Executive Board as listed in the board packet. Mr. Greening also reported that in addition to the new Executive Board the Local 5124 also has three new shift stewards and a sergeant of arms positions. Mr. Greening thanked the Chiefs for the invitation to



participate in the strategic planning meeting. Mr. Greening conveyed that the Union Executive Board along with the Executive Chiefs and President Machuga and started and finished negotiations for the new Collective Bargaining agreement, stating that the contract to be brought to the Board is a beautiful representation of the firefighters and their dedication to this community. Mr. Greening also informed that there is a recent safety bulletin that he wanted to bring to Chiefs attention about some departments finding metal shavings in the SCBA's.

Executive Session:

Director Huwa made a motion to enter into Executive Session pursuant to C.R.S. 24-6-402(4)(f) to discuss the evaluation conducted of the Chief's role and job performance. Vice President Bullock seconded the motion. The motion passed unanimously with no discussion.

Vice President Bullock made a motion to enter into Executive Session pursuant to C.R.S 24-6-402-(4)(e) to discuss negotiations/negotiation strategy regarding new CBA. Treasurer Anderson seconded the motion. The motion passed unanimously with no discussion.

Treasurer Anderson made a motion to come out executive session at 6:00pm. Director Huwa seconded the motion. The motion passed.

Treasurer Anderson made a statement in open session that the committee recommendation to the Board of Directors is that Chief Koger is doing a satisfactory job and that the Board intends to proceed as planned moving forward for the direction of the department.

Special Reports:

Chief's Report:

Chief Koger reported in addition to his board report, that the new travel policy is not yet completed but in the works. Chief Koger expressed how proud and impressed he was of our crews for the incredible rescue, the professionalism of handling the call and the fire prevention team for the investigation on the structure fire call from June 17. Chief Koger thanked Chief Miller responding to the incident to monitor the rigs and new Training Chief Oster for helping out with the incident. Chief Koger announced that Deputy Chief Noel will be putting together an after-action review of this fire. Vice President Bullock asked Chief Koger why the delay in social media posting and the media was able to post about the fire prior. Public Relations Carabajal answered that safety was the upmost priority and ensuring that the media and citizens were in a safe area and not impeding on scene operations while trying to report on the incident, which delayed the social media postings from the department. President Machuga requested that Chief Koger look into options that would allow District Board members to listen to the radio traffic for incidents.

Deputy Chief of Operations Report:

Deputy Chief Noel apologized for not having a report in the packet. Deputy Chief Noel reported that the new lateral academy started on June 10th with 3 laterals for South Adams, and this academy will finish on July 25th. Deputy Chief Noel reported that moving forward with returning to ALS for EMS is still on track for August 1st. Deputy Chief Noel also reported the usage of a new program called BK Squared to help with the reporting for all reports. Deputy Chief Noel conveyed that Training Chief Oster started last



week and EMS Captain Roger Japp started at the beginning of the month. Deputy Chief Noel has been working with the North Area departments and ADCOM about moving up resources better when bigger incidents occur to help ensure no where is left uncovered. Deputy Chief Noel recognized Battalion Chief Fairband and Truck 28 for the rescues made at the structure fire incident on June 17, all the training that prepared our people for this has really paid off. Deputy Chief Noel informed the Board of the new promotions as follows: Augdon Greening to Captain, Michael Osmus, Kevin Delaney, Don Reynolds and Paul Johnston to Lieutenant. Deputy Chief Noel explained that with these promotions it helps fill out the spots and that all who participated worked really hard in the testing process.

Deputy Chief of Support Report:

Deputy Chief Weigum reported in addition to his report, that the new IT Administrator Robert Kern started last week. Deputy Chief Weigum conveyed that with the help from Accreditation Specialist Amanda Foote and the IT team, the planning phase to start a document management program for the department is starting, this will help with document sharing and retention. Deputy Chief Weigum informed the Board that due to the recent hailstorm that 9 vehicles have damage and with the help of Human Resources Rossback for the insurance the evaluations on all the buildings is being completed. Deputy Chief Weigum attended a fire station building conference last month, explaining this was informative about how to move forward in today's world to build fire stations for the future. Vice President Bullock informed Deputy Chief Weigum that she would provide the contact information for the Rose Hill Grange Hall.

Board of Directors Report/Comments:

Treasurer Ernie Anderson congratulated the new Executive Board for the Local 5124 and all the promotions. Treasurer Anderson expressed how proud he is of Battalion Chief Fairband and Truck 28 for the rescues from the structure fire incident the day before. Treasurer Anderson also congratulated Mr. Zima for all his team's hard work on the audit.

Vice President Debra Bullock congratulated the all-new employees and promotions. Vice President Bullock commended Chief Brown on speaking at the NFA Women in Fire conference.

Secretary RJ Fernandez welcomed the new employees to the department. Secretary Fernandez thanked CDOT for their presentation on the I-270 improvements to come. Secretary Fernandez also thanked the Local 5124 for their report and the Chiefs for all their reports. Secretary Fernandez commended all the crews on the hard work from the fire incident the day before.

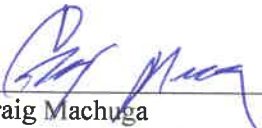
Director Kasen Huwa thanked CDOT for the great presentation on I-270 improvements to come. Director Huwa recognized everyone who participated in the review of Chief Koger. Director Huwa thanked Mr. Zima for answering all the questions he brings to him. Director Huwa congratulated all the new promotions and the new hires issuing a welcome to the team.

President Craig Machuga congratulated Chief Koger on his review. President Machuga also congratulated all the crews who were on scene for structure fire incident the day before.




Any Additional Matters that may come before the Board:
No additional matters.

Adjournment: With no further business to come before the Board, President Machuga adjourned the meeting at 6:50 pm.



Craig Machuga
Board President 07/16/2024.



RJ Fernandez
Board Secretary 07/16/2024. 7-16-2024