

**REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE
ARVADA FIRE PROTECTION DISTRICT
ARVADA FIRE HEADQUARTERS
November 11, 2009**

CALL TO ORDER

President Jim Snyder called the November 11, 2009 regular meeting to order at 6:13 p.m.

ATTENDANCE

Board members present:

Jim Snyder, President
Doug Schneider, Vice-President
Mike Kerr, Secretary
Debi Luft, Treasurer
Ted Terranova, Assistant-Secretary

Also present:

Fire Chief Jon Greer
Dino Ross, District Legal Counsel

EXECUTIVE SESSION

Vice-President Doug Schneider made a motion to go into Executive Session to discuss personnel matters pursuant to C.R.S. §24-6-402(4)(f). Assistant-Secretary Ted Terranova seconded. The motion passed unanimously. The Board went into Executive Session at 6:15 p.m.

Assistant-Secretary Ted Terranova made a motion to come out of Executive Session. Treasurer Debi Luft seconded. The motion passed unanimously. The Board came out of Executive Session at 6:57 p.m.

The Board moved from the conference room to the board room to continue the meeting.

PLEDGE OF ALLEGIANCE

President Jim Snyder led those present in the Pledge of Allegiance.

MOMENT OF SILENCE FOR FALLEN FIREFIGHTERS

President Jim Snyder requested that all present observe a moment of silence for the 79 U.S. firefighters who have lost their lives this year in the line of duty and for our Country's Veterans.

PUBLIC COMMENT

No public comment.

PUBLIC HEARING

Vice-President Doug Schneider made a motion to recess to the scheduled public hearing on the proposed 2010 budget. Treasurer Debi Luft seconded. The motion passed unanimously.

Attorney Ross noted that notice of the public hearing had been published and posted according to statute, including a posting on the District's website.

President Jim Snyder asked for public comment on the proposed 2010 budget. Receiving no comments, President Snyder asked for a motion to close the public hearing.

Secretary Mike Kerr made a motion to close the public hearing on the proposed 2010 budget. Treasurer Debi Luft seconded. The motion passed unanimously.

ADDITIONS OR DELETIONS TO AGENDA

None.

VOLUNTEER PENSION BOARD MEETING

President Jim Snyder recessed the meeting to conduct the Volunteer Pension Board meeting.

President Jim Snyder reconvened the District Board meeting.

APPROVAL OF MINUTES

Assistant Secretary Ted Terranova made a motion to approve the minutes of the October 14, 2009 regular meeting as presented. Vice-President Doug Schneider seconded. The motion passed unanimously.

HOT TIMES KOOL CARS PRESENTATION

Tracy Leyva

Firefighter Tracy Leyva presented a plaque to the Board for the District's participation in the 2009 Hot Times Kool Cars event. Because of the effort of all of the people involved, a \$165,000 contribution was made to the Children's Hospital Burn Fund. The District had many families and firefighters who donated their time and effort to this cause. The District will have Truck 6 as the presentation vehicle for 2010.

Chief Greer thanked Firefighter Leyva for the hundreds of hours of work he puts into this event each year.

Firefighter Leyva also presented to the Board a plaque for the District's placing second in the Denver Fire Chili Cook-off and promised to do better next year. Chief Greer told the Board it was his belief that Firefighter Leyva allowed someone else to win this time.

The Board thanked Firefighter Leyva for his time and effort on both of these events.

ATTORNEYS' REPORT

Attorney Ross reviewed the changes to the Member Handbook proposed by the second amendment. These changes are requested to make a few minor changes or corrections. The definition of "immediate family" has been expanded to include grandchildren. Minors will be allowed in the firehouse only when accompanied by their guardians. A numbering snafu in benefits section will be corrected. Substantial changes have been made to the District's cell

phone policy to comply with a new Colorado law that prohibits text messaging while driving. A discrepancy in the vacation leave accrual policy was corrected. These changes also agree with the proposed 2010-2011 union contract. Finally, the FMLA leave policy has been changed to reflect the recent FMLA military leave law changes.

The District is still moving forward on acquisition of the proposed property for Station 2.

Attorney Ross advised the Board that he has researched the Colorado Wage Transparency Act, which became law in 2008. This new law forbids an employer from preventing wage discussions between employees; however, the law does not apply to political subdivisions, so the District is exempt from the law.

The federal Genetic Information Nondiscrimination Act (GINA) was passed in 2008 without implementing rules. Implementing rules have now been developed and will take effect on November 21st. Human Resources has been advised of the posting requirements under the new rules.

Attorney Ross advised the Board that he noticed on the agenda that the December meeting may be rescheduled to December 14. Unfortunately, attorney Ross has a scheduling conflict on December 14. The Board and Chief Staff determined that legal counsel's presence at the rescheduled meeting will not be required.

CHIEF'S REPORT

Fire Chief Jon Greer

Division Reports

Administration Division

Administrative Division Coordinator Shirley Grantham

The 3rd Quarter 2009 budget variances have been reviewed and explanations provided by the Division Heads. There are far fewer than there have been in the past. The Administrative Division is still monitoring for cost savings in the 2009 budget. The proposed 2010 budget has been prepared and submitted to the Board.

The 2010 Election Calendar has been received from the Department of Local Affairs (DOLA). Three Administrative Division employees will be attending the DOLA election training sessions.

A check for \$94,550 was deposited into the Volunteer Firefighters Pension Fund in October for the District's 2009 contribution.

Sarah Kroonenberg will be meeting with a local consultant next week to install an update to the SAGE accounting software. This upgrade should resolve the issues that have blocked implementation of the requisition and purchase order modules.

New web-based performance evaluation software has been purchased from Taleo, which Sue Steward is bringing online to implement for 2009 year-end evaluations.

Employees and volunteers have been made aware of the District's Employee Assistance Program (EAP) with Horizon Health. The access is unlimited, with a wide variety of resources.

The new health insurance plans took effect on November 1st. Employees were able to choose from three different AETNA plans to meet their individual and family needs.

Information Technology
IT Specialist Scott Winberg

Chief Greer stated that Mr. Winberg has been excused due to a family emergency.

Fire Education/Public Information
Fire Educator/PIO Scott Pribble

PIO Pribble stated that, so far, 280 public education events have been held this year. This is already 20 more than the highest number in years past. Mr. Pribble expects that there will be more than 300 total for the year.

Fire Marshal Sparky Shriver and Deputy Fire Marshal Steve Steigleder represented the District at the International Code Council (ICC) code hearings. The vote supporting residential fire sprinklers was overwhelming. There may be one more hearing at this time next year, but it is not expected that the vote will change.

PIO Pribble presented a video of a recent residential fire sprinkler system demonstration. The video will be shown next month on Channel 8 and then offered to other state departments for their use.

DIRECTORS' REPORT

Meeting with Arvada City Council

Board Members Debi Luft and Ted Terranova attended the meeting with City Council on November 2nd at Panera Bread.

The City is looking at adopting the 2009 ICC code next fall. City Manager Craig Kocian told those present that Candelas has asked that Candelas Parkway be opened for limited use because asphalt deteriorates faster when it is not used. Chief Greer noted that the District believes this would be good, as it would provide faster access to the area in an emergency. The City would want the road closed in bad weather conditions. Secretary Mike Kerr asked that the City consider requiring at least two solar emergency phones along the road.

Things were quiet at the city, because of the elections which were held the day before this meeting.

The Board thanked the Chief for the information which he forwarded on the Gold Line. This electric commuter rail corridor has been approved and is scheduled to be completed in 2016.

FINANCIAL REPORT

Approval of Bills

Secretary Mike Kerr moved to approve payment of the bills for October 2009 as presented. Assistant-Secretary Ted Terranova seconded. The motion carried unanimously.

OLD BUSINESS

None.

NEW BUSINESS

Second Amendment to the Member Handbook

Vice-President Doug Schneider made a motion to approve the Second Amendment to the Member Handbook with the adjustments discussed in Executive Session. Assistant-Secretary Ted Terranova seconded. The motion passed unanimously.

FLSA Litigation Settlement Agreement

Treasurer Debi Luft made a motion to approve the FLSA Litigation Settlement Agreement, which was discussed in Executive Session. Assistant-Secretary Ted Terranova seconded. The motion passed unanimously.

2010-2011 Union Contract

Secretary Mike Kerr made a motion to accept the 2010-2011 union contract subject to ratification by Local #4056. Assistant-Secretary Ted Terranova seconded. The motion passed unanimously.

Union Local President Jamie Denison stated that he will recommend that the local accept the contract through the ratification process to take place next week.

Chief Jon Greer told the Board that it is an honor to work with the union's representatives, who respect the District's financial situation.

International Fire Code with Local Amendments

Assistant-Secretary Ted Terranova made a motion to pass Resolution 09-06 adopting the 2009 Edition of the International Fire Code with Local Amendments for those portions of the District located in unincorporated Jefferson County. Vice-President Doug Schneider seconded. The motion passed unanimously.

Re-scheduling of December Board Meeting

Following Board discussion, Assistant-Secretary Ted Terranova made a motion to reschedule the regular December Board meeting to December 14, 2009 at 5:30 p.m. Secretary Mike Kerr seconded. The motion passed unanimously. Because of the short meeting planned, the Board did not believe legal counsel would be necessary and excused him. Attorney Ross offered to have another of the attorneys on his team cover the meeting if needed. Chief Greer will contact him if this becomes necessary.

FOR THE GOOD OF THE DEPARTMENT

Assistant-Secretary Ted Terranova requested that it be determined if the District would be allowed to give voters the option of permanent mail-in status for District elections.

Attorney Ross and Chief Greer will report back to the Board when this has been determined.

ADJOURNMENT

Secretary Mike Kerr made a motion to adjourn the meeting. Assistant-Secretary Ted Terranova seconded. The motion passed unanimously. The meeting was adjourned at 8:20 p.m.

Gary M. Kerr, Secretary

cc: Website