



**Board of Directors Regular Meeting  
November 14, 2023, at 6:00 pm  
Hybrid/Virtual: Zoom**

**Meeting Minutes**

**I. OPENING OF MEETING**

a. Call to Order

The regular meeting of the Board of Directors of the Mountain View Fire Protection District was held on November 14, 2023, as an In-Person/Virtual Zoom meeting and was called to order by Director McConnell at 6:00 p.m.

b. Roll Call

The following Board members attended the meeting:

President McConnell, Director DeVenny, Director Whitlow, Director Lathrop, and Director Todd Venrick

Other persons present were Chief David Beebe, Deputy Chief Sterling Folden, Director of Administrative Services Pamela Owens, Director of Finance Tonya Olson, Deputy Chief Jeff Webb, Public Information Officer Rick Tillery, Battalion Chief Sean Flagg, and Legal Counsel Adele Reester.

c. Pledge of Allegiance

d. Approval of Agenda

Director Whitlow moved to approve the agenda as written. The motion was seconded by Director DeVenny and was carried unanimously.

**II. PUBLIC/MEMBER PARTICIPATION**

None

**III. CONSENT AGENDA**

Director Lathrop moved to approve the consent agenda, including the Regular Meeting minutes from October 10, 2023. The motion was seconded by Director DeVenny and was carried unanimously.

**IV. REPORTS**

a. Local 3214 Report

Local 3214's report was included in the packet. No questions or updates.

b. Chiefs Reports

Staff reports were included in the Board Packet. Chief Beebe did update the Board that Peter Zick was offered the Assistant Chief position, is currently in the pre-employment stages, and has a tentative start date of December 18<sup>th</sup>.

**V. NEW BUSINESS**

a. Town of Mead Future Growth Presentation

Jason Bradford, the Community Development Director for The Town of Mead, gave a presentation about Mead's development and future growth. His presentation included population trends, projects under construction, projects under review, and building permits that had been issued.

b. 2024 Board of Directors Meeting Schedule

Director of Administrative Services Pamela Owens presented the 2024 Board of Directors Meeting Schedule draft. She said this is a draft and if there are no changes, she will put them in the Resolution for next month's meeting. No changes were discussed.

c. 2024 September District Financials

Director of Finance Tonya Olson reviewed the financials for September. She noted that 99% of the tax revenues have been collected. No questions were asked, and Director Whitlow moved to approve the 2024 September Financials. The motion was seconded by Director DeVenny and carried unanimously.

**VI. OLD BUSINESS**

a. 2024 Proposed Budget

Director of Finance Tonya Olson reported that there were no updates to the 2024 Proposed Budget since the work session the Board attended last week. Ms. Olson answered questions from the board.

b. Retiree Healthcare Update

At the last Board meeting, the Board asked Staff to find out how other districts manage their Retiree Healthcare Plans. Ms. Owens sent out the policies that Staff could get from several other agencies. After discussion, it was decided to table the subject until the December meeting so The Board can review the policies and do research to decide how to proceed.

## VII. BOARD MEMBER ITEMS

### a. Upcoming Board Items

Ms. Owens reviewed the upcoming events document in the Board packet. She pointed out that the April work session has been changed to a Special Meeting in case an executive session is needed, and the Board can also vote on items.

Director Venrick asked to have more conversation on the property in Niwot as a possible new location for Administration. Chief Beebe said that Staff would see the property and building on Thursday, and Board members were welcome to attend. The Board asked Staff to move forward to proceed to see what this opportunity can provide.

Director McConnell reminded everyone of the holiday party on December 15<sup>th</sup> at the Sports Stable in Superior.

## VIII. EXECUTIVE SESSION

- I. Director Whitlow moved to go into Executive Session at 7:00 p.m. pursuant to Section 24-6-402(4)(f) C.R.S. for purposes of discussing a personnel matter regarding the Fire Chief's annual performance evaluation. It was seconded by Director Venrick and carried unanimously.  
Personnel matter executive session – In at 7:00 PM; Out at 7:58 PM

- II. Legal advice executive session – In at 7:58 PM; Out at 8:24 PM  
Executive Session pursuant to Section 24-6-402(4)(b) C.R.S. for purposes of consulting with our attorney on the issue of potential resolution of the bargaining resolution.

The Executive Session concluded at 8:24 p.m.

## III. ADJOURNMENT

There being no further business to come before the meeting, Director Lathrop moved to adjourn the meeting at 8:25 p.m. It was seconded by Whitlow and carried unanimously.

The preceding minutes are approved by the Mountain View Fire Protection District Board of Directors and constitute the official minutes of the meeting held on the date stated above.

<i>Laura McConnell</i>	12 / 19 / 2023
_____ President, Laura McConnell	_____ Date

<i>Cole Lathrop</i>	12 / 19 / 2023
_____ Board Secretary, Cole Lathrop	_____ Date

## Action Items

### December 6, 2022

**Action:** Ed Siebert will present what he learned at the Commissioners Meeting in January.

**Action:** Director Bloom asked if Rick could send information about when the interviews and stories will be aired. **Emails will go out with information on upcoming interviews. Staff will also forward any links available.**

### January 10, 2023

None

### January 17, 2023

**Action:** Director DeVenny asked if the Board could receive an email when the date of the swearing-in ceremony is decided.

**Action:** Director DeVenny asked for a date on which the district will receive the permits for Station 8. **Deputy Chief Webb sent this information via email.**

**Action:** Director McConnell asked for a timeline and trigger points to illustrate when the need for a temporary station would be activated. **This information was emailed to the Board in January.**

### February 21, 2023

**Action:** Find a location in Mead for the 10<sup>th</sup> polling place. **I am contacting Life Bridge Church to inquire if a polling place would be authorized.**

**Action:** We will update the schedule on the website and the wording on the meeting notice. **Done**

### March 21, 2023

**Action:** PIO Rick Tillery will email the link for The Chief Corner Blogs to the Board. **Done**

**Action:** Send to Board May 26<sup>th</sup> Academy Graduation Ceremony Announcement. **Done**

### April 18, 2023

None

### May 16, 2023

**Action:** Director of Administration Pam Owens will get access to all Board Members to Teams so they can view the grievances that are posted. **Done**

**Action:** Pam will get the numbers from the 2020 mail-in election for Director McConnell. **Done**

### June 20, 2023

None

### **July 18, 2023**

**Action:** Ms. Owens also said she sent everyone the updated SDA Board Member Manual electronically.  
**Done**

**Action:** Pam to schedule CWPP presentation – **Upcoming**

### **August 15, 2023**

**Action:** Director McConnell asked that staff put in the packets and on the agenda a preview of topics for the upcoming meetings.

**Action:** Monday.Com report on 2023 Goals and Objectives and Capital Outlay Projects status at the September meeting.

**Action:** Director McConnell asked to poll the Board for a date for the November works session.

**Action:** Director McConnell asked that the Board packets include legislative information affecting the District.

### **September 19, 2023**

**Action:** Chief Beebe said he would talk to IT about attending a board meeting to give further training to the board on how the software works.

**Action:** Chief Beebe will schedule Town Planners (Erie, Mead, Superior, Dacono) to attend the Board Meeting to let the group know what they have planned for their towns.

**Action:** Director McConnell asked to schedule a work session for January and then again for April for big-ticket items that will be more extended discussions, such as redoing the Master Plan and Strategic Plan

### **October 10, 2023**

**Action:** Ms. Olson will email the Board with a date for questions for the November 9<sup>th</sup> work session.

**Action:** Chief Beebe and Legal will have their input and suggestions to the current Collective Bargaining Agreement for the January 2024 Board Meeting.

**Action:** Director McConnell asked Ms. Owens to add the January work session to the upcoming resolution for 2024. The Chief succession plan is on the agenda for that work session.

### **November 14, 2023**

## Motions

### **January 10, 2023**

None

### **January 17, 2023**

**Motion:** Director Lathrop moved to accept the Engagement Letter with the revisions. The motion was seconded by Director McConnell and carried unanimously.

**Motion:** Director McConnell moved to approve Resolution 2023-1. The motion was seconded by Director Lathrop and carried unanimously.

**Motion:** Director Christian moved to waive the exclusion fee for the CDOT Mobility Hub in Firestone. The motion was seconded by Director Lathrop and carried unanimously.

**Motion:** Director Bloom moved to approve the Second Amendment to the Revised and Restated Employment Contract. The motion was seconded by Director Lathrop and carried unanimously.

### **February 21, 2023**

**Motion:** Director Lathrop moved to adopt the 2021 Edition of the International Fire Code with Consideration for Resolution 2023-2 Adopting and Amending the 2021 Edition of the International Fire Code. The motion was seconded by Director DeVenny and carried unanimously.

### **March 21, 2023**

**Motion:** Director Lathrop moved to approve the CDOT Exclusion Petition. The motion was seconded by Director DeVenny and carried unanimously.

### **April 18, 2023**

**Motion:** Director DeVenny moved to approve the supplemental funds for the 2022 Audit for the Medicaid Supplement. The motion was seconded by Director Lathrop and carried unanimously.

**Motion:** Director Bloom moved to approve the Erie Gateway South Annexation Inclusion. The motion was seconded by Director Lathrop and carried unanimously.

**Motion:** Director DeVenny moved to approve the Christian Promise Fellowship Exclusion. The motion was seconded by Director Lathrop and carried unanimously.

### **May 16, 2023**

None

### **June 20, 2023**

**Motion:** A roll call was done to approve the slate for the Officers for the Board of Directors. All were in favor, and the slate was carried unanimously.

**Motion:** A roll call was made to approve the 2022 Draft Audit Report, and all voted unanimously.

**Motion:** Director Lathrop moved to approve unbudgeted funds for the new Assistant Chief of Operations position. Director Whitlow seconded the motion and carried it unanimously.

**July 18, 2023**

**Motion:** Director Whitlow moved to approve the Irwin Thomas Exclusion. The motion was seconded by Director DeVenny and carried unanimously.

**Motion:** Director Lathrop moved to approve the Public Participation Meeting Process Change Considerations. The motion was seconded by Director Venrick and carried unanimously.

**August 15, 2023**

**Motion:** Director Whitlow moved to approve the proposal from Wember. The motion was seconded by Director DeVenny and carried unanimously.

**Motion:** Director DeVenny moved to approve the Oz Architecture Design Proposal. The motion was seconded by Director Venrick and carried unanimously.

**September 19, 2023**

**Motion:** Director DeVenny moved to approve the proposed Life Safety and Fleet fee schedule. Director Whitlow seconded the motion, and it was carried unanimously.

**Motion:** Director Lathrop moved to approve the proposal from Strategic Site Designs for \$125,000.00, and the Library District will reimburse Mountain View for half that amount. Director DeVenny seconded the motion, and it was carried unanimously.

**October 10, 2023**

None

**November 14, 2023**

## **Glossary**

### **A**

ADA – Americans with Disabilities Act

AFG – Assistance to Firefighters Grant

Alpha Side – Front side of a structure

### **B**

Bravo Side – Left side of a structure

BVFC – Boulder Valley Fire Consortium

BVSD – Boulder Valley School District

### **C**

CBA – Collective Bargaining Agreement

Charlie Side – Back side of a structure

CORA – Colorado Open Records Act

CWPP – Community Wildfire Protection Plan

### **D**

Delta Side – Right side of a structure

### **E**

EMS – Emergency Medical Service

### **F**

FMLA – Family Medical Leave Act

FPPA – Fire and Police Pension Association

### **G**

### **H**

### **I**

### **J**

### **K**

### **L**



## **M**

MAFIT – Multi-Agency Fire Investigation Team

MVFR – Mountain View Fire Rescue

MVFPD – Mountain View Fire Protection District

## **N**

NIST – National Institute of Standards and Technology

## **O**

## **P**

PERA – Public Employee’s Retirement Association

PIO – Public Information Officer

## **Q**

## **R**

RHS - Retiree Healthcare Savings

## **S**

SDA - Special District Association

SSO - Single Sign On

SWAT - Special Weapons and Tactics

## **T**

## **U**

## **V**

## **W**

WC – Workers Compensation

## **X**

## **Y**

## **Z**

Title	Minutes from Decembers BOD and Pension BOD Meetings
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## Document History



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**12 / 19 / 2023**

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**12 / 19 / 2023**

17:40:04 UTC

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