



**Board of Directors Regular Meeting  
September 20, 2022  
6:00 pm  
Virtual: Zoom**

**Meeting Minutes**

**I. OPENING OF MEETING**

a. Call to Order.

The meeting of the Board of Directors of the Mountain View Fire Protection District was held on September 20, 2022, as a virtual Zoom meeting and was called to order by Director McConnell at 6:07 p.m.

b. Roll Call.

The following Board members attended the meeting:

Director McConnell, Director DeVenny, and Director Lathrop.

Director Lathrop moved to excuse President Christian and Director Bloom. The motion was seconded by Director DeVenny and was carried unanimously.

Other persons present were Fire Chief Dave Beebe, Deputy Chief Sterling Folden, Deputy Chief Jeff Webb, Director of Administration Pam Owens, Finance Director Tonya Olson, Human Resources Director Melissa Meehan, and Legal Counsel John Chmil.

c. Pledge of Allegiance.

d. Approval of Agenda

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

**II. PUBLIC/MEMBER PARTICIPATION**

L3214 President Ed Seibert thanked both negotiation teams for a job well done. L3214 voted to approve the contract that the Board will be voting on tonight.

### III. CONSENT AGENDA

Director Lathrop moved to approve the consent agenda which included the August 15, 2022, and the September 6, 2022, Board of Director Meetings Minutes. The motion was seconded by Director DeVenny and carried unanimously

### IV. REPORTS

Human Resources Director, Melissa Meehan added to her staff report that the engineer process was successful, and all candidates passed. Chief Beebe will be interviewing the top five for the open engineer positions. The rest of the candidates will remain on a list for two years for any upcoming engineer positions. She also added that a Communications Specialist candidate has been selected, we are waiting for some pre-employment requirements but have been extended a conditional job offer. Expecting to introduce our new Communications Specialist at the next Board meeting.

Director of Administration Pam Owens updated the Board that the new website went live today and invited them to check it out. She recognized the work of Cindy Wible, Administrative Specialist. She took this project on in its infancy and created our new updated website.

Deputy Chief Sterling Folden updated the Board that we have an engine and crew out at the Mosquito Fire in California for two weeks, they are currently on their way home.

Deputy Chief Jeff Webb added that the incident report included in the packet has been updated. He asked the Board to let staff know if they wanted to see any other kinds of reports.

Director of Finance Tonya Olson updated the Board that we do now have a development and production site for the new software system, we are able to log on and start training.

Chief Beebe reminded the Board of the Boulder County ballot initiatives discussion from last month's meeting. The Board asked for a list of talking points that the District would have if people had questions about it. Based on new information, that list is not needed. He has had several conversations with the Boulder County Commissioners and the initiatives are still in progress and doesn't feel comfortable making talking points until more solid information is available. Chief Beebe also thanked both negotiation teams for a job well done.

### V. NEW BUSINESS

#### a. August District Financials

Director of Finance, Tonya Olson presented the August 2022 Financials and answered questions. Director DeVenny moved to approve the August 2022 Financials. Director Lathrop seconded the motion and it carried unanimously.

b. Removal of the COVID Emergency Declaration

On March 10, 2022, the Board approved a resolution to extend a declaration of a local disaster due to COVID. Chief Beebe believes the District no longer needs this declaration and would like to remove it. Legal Counsel John Chmil discussed the legal details that go along with removing the emergency declaration. After discussion, Director Lathrop moved to remove the COVID Emergency Declaration. Director DeVenny seconded the motion and it carried unanimously.

c. Set a Public Hearing to determine the Districts Position on Participation in FMLI

Human Resources Director, Melissa Meehan reviewed the Family and Medical Leave Insurance Program that was passed in 2020. **Action:** Director Lathrop asked how much it would cost the District to participate. Ms. Meehan said she would have that for the next meeting. Legal Counsel John Chmil clarified to the Board that the District is automatically enrolled in this program unless the Board takes action to opt out. If the District does nothing, everyone will have opted in, and each employee will pay .45% of their salary and the District will also contribute .45%. This is a 3-year commitment if the District decides to remain opt-in. No action is required tonight but a public hearing needs to be set. After discussion, **Motion:** Director Lathrop motioned to set a public hearing to determine the District's position on participation in FMLI. Director DeVenny seconded the motion and it carried unanimously.

d. Potential Approval of Memorandum of Agreement for new Collective Bargaining Agreement

Chief Beebe sent out the Memorandum of Agreement to the Board last Thursday for their review. Legal Counsel John Chmil advised going into Executive Session for the discussion.

Director Lathrop made a motion to go into Executive Session regarding a new Collective Bargaining Agreement with Local L3214, and pursuant to Section 24-6-402 (4) (b), CRS for legal advice regarding the same at 6:40 p.m. It was seconded by Director DeVenny and was carried unanimously. The Board's Legal Counsel John Chmil also attended the Executive Session.

The Board entered into an executive session from 6:40 to 7:23.

Once out of executive session, **Motion:** Director Lathrop motioned to approve the Memorandum of Agreement with L3214 as presented. The motion was seconded by Director DeVenny and was carried unanimously.

**VI. OLD BUSINESS**

a. Station 8 Update

Deputy Chief Webb reported to the Board on the status of the Station 8 project. To summarize, we received two bids, which were essentially the same. Currently, the District has decided to go with the firm of Franz and Pittman.

**VII. BOARD MEMBER ITEMS**

Director Lathrop asked for an update on the Flagstaff Station (Station 10) modifications and staffing plan. Deputy Chief Webb said that furniture and other items are being purchased. Deputy Chief Folden advised that when the engineers are selected, one, per shift, will be moved to Station 10 for their third person.

Director DeVenny asked about the temporary facility, for the displaced Station 8 employees, at the airport. Deputy Chief Webb gave an update on the progress of that project. Director DeVenny also updated the Board that she attended the Chilifest in Superior over the past weekend, there was a huge turnout and Mountain View took home the Peoples Choice Award for their chili.

Director McConnell let the Board know she will not be able to attend the Mead URA Meeting on October 10<sup>th</sup> and would like someone to take her place at the meeting. She also asked about the FLA report for the Marshall Fire. Chief Beebe let her know that the Boulder County Sheriff’s Office has not released the cause of determination report. He spoke to the State and they will be releasing the FLA to the involved entities on October 13<sup>th</sup>. It is unknown when it will be released to the public.

**VIII. ADJOURNMENT**

There being no further business to come before the meeting, Director Lathrop moved to adjourn the meeting at 7:39 p.m. It was seconded by Director DeVenny 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>	10 / 17 / 2022
Vice President, Laura McConnell	Date

<i>Cole Lathrop</i>	10 / 14 / 2022
Board Secretary, Cole Lathrop	Date

## Action Items

### January 5, 2022

None

### January 18, 2022

**Action:** Chief Beebe said that the Marshall Fire Thank You Letter is already in progress and will bring to the next Board meeting. **Mailed out the last week in January.**

### January 22, 2022

**Action:** Director DeVenny asked for a copy of the Strategic Plan. **Emailed after meeting.**

**Action:** John Chmil will be preparing an Adopted Records Management Policy to present to the Board at the March meeting. **Completed at March Meeting.**

### April 19, 2022

**Action:** Send the Antelope Fire FLA to the Board. **Done**

**Action:** OSMP Burton Stoner-Parking on Flagstaff. **Chief staff met with Burton to discuss options. This is a Sheriff's Office issue so the district doesn't have much control.**

### May 17, 2022

**Action:** President Christian asked Deputy Chief Folden if he could have a review of the wildland plan and the staffing plan for the next meeting. **Presented at the June meeting.**

### June 28, 2022

**Action:** Director McConnell would like a list of the community events happening in the district sent out on a regular basis. **Staff will work to give the BOD access to the Community Outreach calendar.**

**Action:** Director McConnell asked about the 3<sup>rd</sup> R&R day for crew members out on dispatch. Chief Beebe will follow up to see if the district will be reimbursed by the state for that third day. **Staff called the State. The extra day is recognized by the Federal Government and has not been adopted by the State. If the District wants to adopt the additional R&R Day it would not be a reimbursable item.**

**Action:** FLA/Internal AAR Report to the Board in August. **Due to be released on Oct 13 to agencies. Unknown when it will be released to the public.**

**Action:** Post the Boulder County Marshall Fire AAR on the website along with an explanation of what MVFPD is working on and waiting for before a report or statement is issued from the district. **Done**

**Action:** 2-5 year projection on growth and how that will affect the need for additional stations and positions. **Emailed to BOD.**

### July 19, 2022

**Action:** Director DeVenny asked about a Bond Analysis to look at the effects of the Marshall Fire. **Tonya discussed at the August meeting.**

**August 15, 2022**

**Action:** Staff to prepare a statement about the ballot measures to put on the website. Chief Beebe discussed this at the September 20<sup>th</sup> meeting.

**September 20, 2022**

**Action:** Director Lathrop asked how much it would cost the District to participate. Ms. Meehan said she would have that for the next meeting. A presentation is scheduled for the October 11<sup>th</sup> meeting.

## Motions

### January 5, 2022

**Motion:** Director DeVenny moved to approve Resolution 2022-1. A Resolution Extending the Declaration of a Local Disaster Emergency. Director McConnell seconded the motion and was carried unanimously.

### January 18, 2022

**Motion:** Director Bloom moved to approve the First Amendment to the Fire Chief's Contract. Director Whitlow seconded the motion and was carried unanimously.

**Motion:** Director McConnell moved to approve the request for permission to edit and update AOG AD-0024 and AOG FI-0089. Resolution 2021-9. Director Bloom seconded the motion and was carried unanimously.

**Motion:** Director DeVenny moved to approve the Haynie and Company engagement letter for the 2021 audit. Director Whitlow seconded the motion and was carried unanimously.

**Motion:** Director McConnell moved to approve the Stryker Purchase Agreement. Director Bloom seconded the motion and was carried unanimously.

### February 22, 2022

**Motion:** Director Bloom moved to approve the Policy Revision for AD101 and FI101, Chief's Authority for Contracts and Budgeted Expenditures/Budgeted Line Items. Director McConnell seconded the motion and was carried unanimously.

**Motion:** Director Whitlow moved to approve the Handbook Revision, Nepotism, and Personal Relationships. Director McConnell seconded the motion and was carried unanimously.

**Motion:** Director DeVenny moved to approve Resolution 2022-2 Designating a Custodian of Records and Adopting an Open Records Policy for the District. Director Whitlow seconded the motion and was carried unanimously.

**Motion:** Director Whitlow moved to approve the IGA for Automatic and Mutual Aid for Wildland and All-Risk Response. Director McConnell seconded the motion and was carried unanimously.

### March 22, 2022

**Motion:** Director Bloom moved to approve Resolution 2022-3. Director Whitlow seconded the motion and was carried unanimously.

### April 19, 2022

**Motion:** Director McConnell moved to approve the revised Strategic Plan. Director Whitlow seconded the motion and was carried unanimously.

### May 17, 2022

**Motion:** Director Whitlow moved to approve the timeframe update to Resolution 2022-5 Collective Bargaining Agreement Negotiations Timeframe. It was seconded by Director McConnell and was carried unanimously.

**Motion:** Directors Whitlow moved to set the Inclusion Hearing for June 28, 2022, for the Penner Parcel. It was seconded by Director McConnell and was carried unanimously.

**June 28, 2022**

**Motion:** Director McConnell moved to approve the Adoption of the 2021 Audit Report. The motion was seconded by Director Lathrop and was carried unanimously.

**Motion:** Director McConnell moved to approve the Agreement for the Heart and Cancer Trust. The motion was seconded by Director Bloom and was carried unanimously.

**Motion:** Director Lathrop moved to approve Resolution 2022-6 Granting Consent to the Provision of Services by Overlapping Title 32 Special District and the corresponding Intergovernmental Agreement. The motion was seconded by Director Bloom and was carried unanimously.

**Motion:** Director Bloom moved to approve the Board Order of Inclusion for the OEO/Penner Parcel. The motion was seconded by Director McConnell and was carried unanimously.

**Motion:** President Christian moved to approve the funding up to \$90,000.00 for the Station 8 temporary relocation project. The motion was seconded by Director Lathrop and was carried unanimously.

**August 15, 2022**

**Motion:** Director Lathrop moved to have Staff move forward with applying for the Energy and Mineral Impact Assistance Program Grant. Director DeVenny seconded the motion and it carried unanimously.

**September 20, 2022**

**Motion:** After discussion, Director Lathrop moved to remove the COVID Emergency Declaration. Director DeVenny seconded the motion and it carried unanimously.

**Motion:** Director Lathrop motioned to set a public hearing to determine the District's position on participation in FAMLI. Director DeVenny seconded the motion and it carried unanimously.

**Motion:** Director Lathrop motioned to approve the Memorandum of Agreement with L3214 as presented. The motion was seconded by Director DeVenny and was carried unanimously.



<b>TITLE</b>	September 20 Meeting Minutes
<b>FILE NAME</b>	September 20, 202...eting Minutes.pdf
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<b>AUDIT TRAIL DATE FORMAT</b>	MM / DD / YYYY
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## Document History



SENT

**10 / 13 / 2022**

16:13:34 UTC

Sent for signature to Laura McConnell (lmccconnell@mvfpd.org) and Cole Lathrop (clathrop@mvfpd.org) from powens@mvfpd.org  
IP: 50.235.108.104



VIEWED

**10 / 14 / 2022**

13:19:00 UTC

Viewed by Cole Lathrop (clathrop@mvfpd.org)  
IP: 174.231.80.223



SIGNED

**10 / 14 / 2022**

13:19:39 UTC

Signed by Cole Lathrop (clathrop@mvfpd.org)  
IP: 174.231.80.223



VIEWED

**10 / 17 / 2022**

17:02:16 UTC

Viewed by Laura McConnell (lmccconnell@mvfpd.org)  
IP: 73.14.200.245



SIGNED

**10 / 17 / 2022**

17:02:48 UTC

Signed by Laura McConnell (lmccconnell@mvfpd.org)  
IP: 73.14.200.245



COMPLETED

**10 / 17 / 2022**

17:02:48 UTC

The document has been completed.