



## Arvada Fire Protection District Board of Directors Regular Meeting Minutes

<b>Date</b>	Wednesday, January 5, 2022	<b>Chair</b>	President Jim Whitfield
<b>Time</b>	Regular Meeting 5:30 p.m.	<b>Minutes</b>	Executive Assistant Amy Rogers
<b>Location</b>	Arvada Fire Board Room and Microsoft Teams	<b>Purpose</b>	Regular Monthly Meeting
<b>Members Present</b>	Jim Whitfield, president; Bob Loveridge, vice president; Ted Terranova, secretary; Andrea Romero, treasurer; and Mark McGoff, assistant secretary treasurer.		
<b>Staff Present</b>	Mike Piper, fire chief; Kirk Lock, deputy chief; Vikki Fininen, finance director; and Attorney John Chmil (remote).		

I. **Call to Order**

The regular meeting of January 5, 2022, was called to order at 5:30 p.m. by Jim Whitfield, president of the District Board.

II. **Pledge of Allegiance and Moment of Silence**

President Whitfield led those present in the pledge of allegiance and a moment of silence for U.S. firefighters lost in the line of duty, civilians lost in fire-related deaths and the Arvada Fire retired volunteers who have passed year to date.

III. **Approve Regular Meeting Agenda**

Upon motion by Director Loveridge, second by Director Romero, the District Board unanimously approved the agenda for the regular business meeting of January 5, 2022, as presented.

IV. **Public Comment**

No public comment.

V. **Report from Local 4056**

President Ryan Weir provided feedback to the Board on the recent negotiations process and offered suggestions for future improvements. President Weir was also informed health care will be an agenda item for the study session of January 19, 2022.

VI. **Report from Fire Chief**

Chief Piper provided a summary on agenda related items in the monthly report and provided an update on informational items including the employment agreement with Deputy Chief Lock, and the 2021 Strategic Plan update and plan for 2022. Chief Piper also received direction from the Board regarding a reserve engine donation to Howard Volunteer Fire Department. The Board approved this transaction with the appropriate release paperwork drafted by Attorney Chmil.

VII. **Report from Board Members**

Discussion among Board members and Chief Piper regarding the Marshall Fire, the long-term effects, and the best way to make resources available to the community. Chief Piper offered to provide information on the District website with links to resources as well as an FAQ document. President Whitfield also expressed his pride and gratitude for all Arvada Fire personnel involved in the incident.

Director Terranova provided a report from Friends of Arvada Protection District (FAFPD) on the proceeds from the recent chili cook-off and an update on the number of volunteer hours at Dave's Locker.

VIII. **Report from Finance Director**

Finance Director Vikki Fininen reviewed the financial report for November 2021, reporting cash receipts above budget for the month due to higher property tax, ownership tax, and more EMS revenue than anticipated. Total revenue was above budget for the month by \$224k and \$1.5M below budget on a YTD basis due to timing of escrow draws to support the construction projects. Total expenses were \$79k above budget for the month and \$4.2M below budget on a YTD basis.

IX. **Report from Community Risk Reduction**

CRR Chief Harrington and CRR Specialist Amber Jones presented the Board with information on the Collaborative Care program, the resources, and interventions available, and the opportunity to reduce risk, along with an interactive activity to illustrate the possibilities for home modifications.

X. **Report from Attorney**

Attorney John Chmil provided a summary on items contained in the attorney-client privileged memorandum and discussed the appropriate paperwork for the donation transaction involving the reserve engine.

XI. **Consent Agenda**

Upon motion by Director McGoff, second by Director Loveridge, the District Board unanimously approved the following items on the consent agenda for the meeting of January 5, 2022, as presented.

- Regular Meeting Minutes – December 1, 2021
- Financial Report – November 2021
- Ratify Employment Agreement between the Arvada Fire Protection District and Deputy Chief Kirk Lock
- Strategic Plan Annual Update: 2021 Progress Summary Report and 2022 Plan of Action

XII. **Action Items**

Upon motion by Director Romero, second by Director Terranova, the District Board unanimously approved the Election Management Services Agreement with Circuit Rider of Colorado, LLC.

Upon motion by Director Terranova, second by Director Loveridge, the District Board unanimously approved Resolution 22-01: Resolution Authorizing Regular Polling Place Election to be held May 3, 2022; Appointing Designated Election Official; Designating Polling Locations; and Authorizing Cancellation of Election.

XIII. **Good of the Department**

Due to current COVID conditions, the Annual Awards Ceremony has been postponed.

XIV. **Adjournment**

Upon motion by Director Terranova, second by Director Romero, the meeting was adjourned at 7:02 p.m. The next regular meeting is scheduled for February 2, 2022.

Minutes approved and entered the proceedings of the District on February 2, 2022.

*Ted Terranova*

[Ted Terranova \(Feb 3, 2022 16:40 MST\)](#)

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Ted Terranova, District Board Secretary






# DistrictBoardMinutes\_01052022

Final Audit Report

2022-02-03

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