



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

<b>Date</b>	Wednesday, October 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 Training Center and Zoom	<b>Purpose</b>	Regular Monthly Meeting
<b>Members Present</b>	Jim Whitfield, president; Bob Loveridge, vice president; Ted Terranova, secretary; Mark McGoff, treasurer; and Leah Martin, assistant secretary treasurer.		
<b>Staff Present</b>	Mike Piper, fire chief; Nicole Stewart, finance director; and Attorney John Chmil.		

I. **Call to Order**

The regular meeting of October 5, 2022, was called to order at 5:30 p.m. by Jim Whitfield, president via live participation and livestream on Zoom.

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

Director 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 Terranova, seconded by Director Martin, the Board unanimously approved the agenda for the regular meeting of October 5, 2022, as presented.

IV. **Public Comment**

Amy Travin and Ronnie May of Arvada addressed the board with comments related to the co-responder program, specifically the related data and the ability to obtain information. President Whitfield provided suggestions for staff resources and the use of CORA requests for further collaboration in obtaining specific information.

V. **Public Hearing – Family and Medical Leave Insurance program**

A public hearing for the Family and Medical Leave Insurance (FMLI) program was called to order and adjourned at 5:34 p.m. by motion of Director McGoff, seconded by Director Terranova. There was no one in attendance for public comment.

VI. **Report from Local 4056**

President Ryan Weir confirmed the upcoming quarterly meeting with Directors Martin and Terranova and accepted a request from Director Loveridge for a ride along.

VII. **Fire Chief**

Chief Piper provided a summary on agenda related items in the monthly report and provided an update on informational items including the opening of Station 9 and the status of the hiring process for the CRR specialist and facility maintenance positions. Also provided was a 2023 budget update and information on considerations for a future Station 1 construction project.

VIII. **Report from Board Members**

Director McGoff provided input on utilizing Station 1 as a museum for future consideration.

Director Whitfield provided an update on the Special District Association (SDA) Annual Conference and together with Attorney Chmil, shared an update on residential assessment rate for future consideration.

Director Whitfield also updated the Board on his intention to meet with Vicki Pyne, Director at Apex Park and Recreation, to discuss polling place locations and state regulations for the 2023 district board election.

Director Loveridge commented on the success of the Safety Fair and provided compliments to staff and volunteers.

IX. **Report from Finance Director**

Finance Director Nicole Stewart submitted the financial report for August 2022 and reviewed the 2023 preliminary budget provided to the Board, highlighting detailed revenue breakdown, explanation of changes, 2022-year-end projections, the five-year forecast, budget timeline and budget development objectives.

X. **Report from Attorney**

John Chmil provided a summary of items contained in the attorney-client privileged memorandum.

XI. **Consent Agenda**

Upon motion by Director Terranova, seconded by Director Loveridge, the Board unanimously approved the following items on the consent agenda for the meeting of October 5, 2022, as presented.

- Regular Meeting Minutes – September 7, 2022
- Financial Report – August 2022

XII. **Discussion Agenda**

Finance Director Nicole Stewart presented the Board with draft financial policies for review and conversed regarding recommendations for credit card limits, purchase order procedures, and debt policy. The agenda item will be carried to the next regular meeting of November 2 for further consideration and possible approval.

Chief Piper and members of the Board reviewed the agenda items for the special meeting of October 12, 2022, and determined no changes were required at this time.

XIII. **Strategic Agenda**

The third quarter update to the Strategic Plan was provided for review. No action required.

XIV. **Action Items**

Upon motion by Director Terranova, seconded by Director Martin, the Board unanimously approved Resolution 22-05 Family and Medical Leave Insurance (FAMLI) declining any and all participation in the program, but agreeing to provide administrative support to employees who individually choose to opt-in to the FAMLI program.

Upon motion by Director Martin, seconded by Director Terranova, the Board unanimously approved the authorization for expenditure for the purchase of replacement apparatus not to exceed \$1.89M.

Upon motion by Director Loveridge, seconded by Director Terranova, the Board unanimously approved the authorization for the fire chief to enter an agreement for the provision of mental

health case management services with Mental Health Center of Denver D/B/A WellPower.

During discussion, Director McGoff requested the district annual report reflect a collaboration between both agencies in the form of an addendum.

XV. **Executive Session**

No agenda item.

XVI. **Good of the Department**

No agenda item.

XVII. **Adjournment**

Upon motion by Director Terranova, seconded by Director Loveridge, the meeting was adjourned at 6:55 p.m. The next regular meeting is scheduled for November 2, 2022.

Minutes approved and entered the proceedings of the district on November 2, 2022.

*Ted Terranova*

[Ted Terranova \(Nov 7, 2022 14:01 MST\)](#)

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Ted Terranova, Board Secretary







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Final Audit Report

2022-11-07

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