

REGULAR MEETING MINUTES
GREATER BRIGHTON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
500 S. 4th Avenue, 3rd Floor, BRIGHTON, COLORADO 80601

September 13, 2023

A. Call to Order

The Regular Meeting of the Board of Directors of Brighton Fire Rescue District was called to order at 17:30 by Vice President Rowe. An electronic meeting option was provided to the public. Call-in information was made available to the public by the meeting notice.

B. Roll Call

Present

Jeff Jacobucci, President (via Zoom)
Don Rowe, Vice President
Frank Serafini, Treasurer
Brian Engle, Assistant Secretary

Absent

Cheryl Spottke, Secretary (excused)

Also in Attendance

District Staff

Brycen Garrison, Fire Chief
Rand Sheldon, Deputy Chief of
Administrative Operations
Gerard Lutz, Deputy Chief of Operations
Elizabeth Bednarcik, Fire Marshall
Jim Pauley, Finance Manager

Other Guests

Michelle Ferguson, Legal Counsel

RECORD OF PROCEEDINGS

Motion to excuse Director Spottke.

MOTION: A motion was made and duly seconded to excuse Cheryl Spottke.

APPROVAL: Motion carried unanimously.

C. Call for Changes to the Agenda

The agenda was presented to the Board.

MOTION: Director Serafini made a motion to approve the agenda as presented with the addition to add agenda item to:

11. Other business before the Board.

a. Executive Session-Advice of legal counsel

SECOND: Director Engle

APPROVAL: Motion carried unanimously.

D. Presentations

None.

E. Public Comment

None.

F. Action Items

Consent Agenda

1. Approval of Financial Report year-to-date ending July 31, 2023.
2. Approval of August 2023 payments of \$ 1,435,165.00.
3. Approval of Regular Board Meeting Minutes: August 9, 2023 (removed and tabled for next meeting)

MOTION: Director Serafini motioned to approve the consent agenda as presented.

SECOND: Director Engle.

APPROVAL: Motion carried unanimously.

G. Staff and Attorney Reports

Chief's Report:

Fire Chief Garrison updated the Board on the following topics:

1. The annual Swearing In and Promotions Ceremony for Brighton Fire Rescue District is Friday, September 15, 2023.
2. Process for the 2024 Budget is almost complete; study session in October for the Board to have the initial review of the budget.
3. Station coins have been ordered and given to Captains and new logo station shirts are coming.
4. Hiring is closed and the District is waiting for the Staffing for Adequate Fire and Emergency Response (SAFER) Grant to determine how many new Firefighters can be hired.
5. North Area Fire Department Partners update.

RECORD OF PROCEEDINGS

A short Board discussion followed.

Deputy Chief of Operations:

Deputy Chief Lutz updated the Board on the following:

1. Medic Truck 52 has been in service for one year.
2. Significant Incidents: August 22, 2023, crews dispatched to Adams County Jail. Medic 52's crew and quick action to response made a positive impact in the community.

A short discussion followed from the Board.

Deputy Chief of Administrative Operations:

Deputy Chief Sheldon updated the Board on the following:

1. Two apparatus are out of service, Tower (Aerial) 52 and Engine 53. The District is looking into a demo unit at Pierce and a backup Engine is available.

A short Board discussion followed.

Fire Marshal Report:

1. Interviews held for Permit Tech.
2. Final Hearing next Tuesday for Battery Plant.

A short Board discussion followed.

Financial Report:

In addition to the written report, Finance Manager Pauley discussed the following:

1. Due to the new accounting software program, the look of the finance reports has changed.

A short Board discussion followed.

Attorney's Report:

In addition to her written report, Attorney Ferguson noted to the Board on the following:

1. Employment Law Update.

A short discussion followed.

Brighton City Liaison Report

None.

H. Old Business

Chief Garrison updated the Board on the following:
Training Center

I. New Business

BC Services Master Services Agreement (MSA) for specific financial services to be provided to the District was presented to the Board.

MOTION: Director Serafini made a motion to approve BC Services Master Services Agreement (MSA).

RECORD OF PROCEEDINGS

SECOND: Director Engle.
APPROVAL: Motion carries unanimously.

J. Other Business

1. The Board discussed canceling the September 27, 2023, study session.

MOTION: Director Serafini made a motion to cancel the study session.
SECOND: Director Engle.
APPROVAL: Motion carries unanimously.

2. The Board discussed scheduling a Study Session on October 4, 2023, at 17:30 at the District's Administrative Office, 3rd floor conference room.

MOTION: Director Serafini made a motion to hold a study session on October 4, 2023.
SECOND: Director Engle
APPROVAL: Motion carries unanimously.

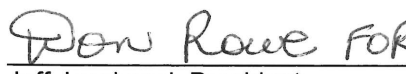
K. Executive Session

MOTION: Director Serafini made a motion to enter an Executive Session pursuant to C.R.S. 24-6-402(4)(b) to receive advice of Legal Counsel regarding legal issues relating to potential joint operations. The Board went into Executive Session at 18:07. It was stated in the record that the Executive Session would be considered a privilege attorney-client communication and would not be recorded.

SECOND: Director Engle.
APPROVAL: Motion carried unanimously

L. Adjournment

MOTION: Director Serafini made a motion at 19:05 to adjourn the meeting.
SECOND: Director Jacobucci.
APPROVAL: Motion carried unanimously.

 FOR 10/11/23
Jeff Jacobucci, President Date


Cheryl Spottke, Secretary 10-11-23
Date