

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

November 8, 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 President Jacobucci. 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

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 by Director Rowe to excuse Cheryl Spottke.

SECOND: Director Serafini

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.

SECOND: Director Engle

APPROVAL: Motion carried unanimously.

D. Presentations

Fire Chief Garrison introduces new Administrative Assistant Angie Mahaffey and Permit Tech Jessica Jacobucci to the Board of Directors.

E. Public Comment

None.

F. Action Items

Consent Agenda

1. Approval of Financial Report year-to-date ending September 30, 2023.
2. Approval of September 2023 payments of \$ 1,382,304.00.
3. Approval of Regular Board Meeting Minutes: October 11, 2023, and October 25, 2023.

MOTION: Director Rowe 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 2024 budget process including-review, questions and finalization of the budget is underway. The 2024 budget will be presented to the Board of Directors on December 13, 2023 for Board approval.
2. Conditional offers are being made for 12 new firefighters. Eleven new positions were approved by the Board, and there was one resignation, for a total of twelve positions. The new Firefighters will begin in January 2024 and complete the North Area Fire Academy (NAFA) 14 in July 2024. EMT process was also briefly discussed.
3. Fire Chief Garrison discusses Line of Duty Death (LODD) benefits.
4. 2024 CBA discussion under New Business agenda item.
5. Fire Chief Garrison discusses modification of policy on vacation accrual.
6. The District's annual Christmas Party and Service Awards is December 8, 2023.
7. Medic Unit 51 Roll In ceremony is scheduled for December 2, 2023.
8. Rescue Apparatus Roll In is scheduled for December 16, 2023.

RECORD OF PROCEEDINGS

A short Board discussion followed.

Deputy Chief of Operations:

Deputy Chief Lutz updated the Board on the following:

1. In addition to incidents listed in the Operation report, Deputy Chief Lutz updated the Board on a cat rescued by crews and a call from Texas Roadhouse restaurant manager regarding their United States Flag on the roof. Dispatched crews retrieved the flag from the roof, folded the flag and presented it back to the manager of Texas Roadhouse. Deputy Chief Lutz states this is an example of the District living out the Mission, Vision and Values.

A short Board discussion followed.

Deputy Chief of Administrative Operations:

Deputy Chief Sheldon updated the Board on the following:

1. The Rescue apparatus build is complete and there will be a final inspection next week. Roll In tentatively scheduled for December 16, 2023.
2. Chassis from Sioux Falls, South Dakota is on schedule, and Fleet Manager Tweedy picked up ambulance in Iowa, completed final inspection and is driving unit back.
3. New Battalion Chief car in service.
4. SAM vehicle is getting graphics.
5. The District is still waiting for the axle update on Tower 52.
6. Division Chief Maine updated the Board on a one-million dollar grant that the District was awarded from DOLA. The District also is pursuing the CREATE and EMTS (ambulance chassis) grants. In January 2024, the District will begin working on FEMA grants.

A short Board discussion followed.

Fire Marshal Report:

In addition to the written report, Chief Bednarcik updated the Board on the following:

1. Smart Burner installations were completed today in Brighton Village. The Smart Burner installation at Hughes Station has been delayed to January 2024 due to construction.
2. The District is working on a tree ordinance with the City of Brighton Parks Department, more information will be out in February 2024.
3. Chick Fil A of Brighton will re-open Thursday, November 16, 2023.

A short Board discussion followed.

Financial Report:

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

1. Budget comparison of the 2023 and 2024 Budget, miscellaneous expenses and grants.

A short Board discussion followed.

Attorney's Report:

In addition to her written report, Attorney Ferguson discussed the following:

1. Proposition HH failed. Her firm will continue to update Chief Staff and the Board on any legislative response.
2. Waiting for regulations on the Protecting Public Workers Act.

RECORD OF PROCEEDINGS

A short discussion followed.

Brighton City Liaison Report
None.

H. Old Business

Chief Garrison updated the Board on the following:

a. Training Center

- i. The Salvage and Overhaul event was Saturday, November 3, 2023, at Old Station.
- ii. Asbestos abatement will be next week.

I. New Business

- a. 2024 CBA discussion, updates and modifications.
- b. Request Board to approve modifications to CBA.

MOTION: Director Rowe made a motion to approve modifications to CBA, effective January 1, 2024, to December 31, 2024.

SECOND: Director Engle.

APPROVAL: Motion carried unanimously.

- c. Review of, and discussion on, amended vacation policy manual modifications.

MOTION: Director Engle made a motion to approve modifications to vacation policy.

SECOND: Director Rowe.

APPROVAL: Motion carried unanimously.

The policy manual will be updated.

J. Other Business

MOTION: Director Serafini made a motion to cancel the Special Board of Directors meeting for November 22, 2023.

SECOND: Director Rowe.

APPROVAL: Motion carried unanimously.

K. Adjournment

MOTION: Director Serafini made a motion at 18:21 to adjourn the meeting.

SECOND: Director Rowe.

APPROVAL: Motion carried unanimously.


Jeff Jacobucci, President

12/13/23
Date


Cheryl Spottke, Secretary

12/13/23
Date

