

## **BOULDER RURAL FIRE PROTECTION DISTRICT/BRFPD**

### **REGULAR BOARD MEETING MINUTES**

**December 11, 2017**

**CALL TO ORDER:** President Eric Harris called the regular meeting to order at 1712. Directors present included: Andrew Halperin, Kirsten Felton, Tom Kuhne, and Kurt Gattmann. Other attendees were: Fire Chief Mygatt, Deputy Chief Webb, Local 4415 President O'Donnell, Captain McElvaney, Local 4415 Vice President Valentiner, and Sarah Normandin.

**INTRODUCTION:** BRFPD Members and guests were introduced.

#### **MEETING MINUTES:**

- Approval of the meeting minutes from the October 23rd board meeting  
The minutes were approved as submitted.
- Approval of the meeting minutes from the October 23rd executive session  
The minutes were approved as submitted.
- Approval of the meeting minutes from the November 15th board work session  
The minutes were approved as submitted.
- Approval of the meeting minutes from the November 22nd special board meeting  
The minutes were approved as submitted.
- Approval of the meeting minutes from the November 27th special board meeting  
The minutes were approved as submitted.
- Approval of the meeting minutes from the November 27th board meeting  
The minutes were approved as submitted.
- Approval of Board meeting minutes from the November 27th executive session  
The minutes were approved as submitted.
- Approval of Board meeting minutes from the December 4th executive session  
The minutes were not prepared by the Board.
- Approval of Board meeting minutes from the December 4th special board meeting  
The minutes were approved as submitted.

**TREASURER REPORT:** Director Felton has asked Director Kuhne to look into the payroll errors that she was told about at the diversity training. He will contact PCG and report back to the board.

**2018 CBA:** A motion was made to approve the 2018 Collective Bargaining Agreement. It was seconded and passed with one opposed. Director Gattmann stated he is voting against since he believes the health insurance should be a 90/10 split. In 2018 the board will look at the COLA increase, and total compensation for the 2019 budget.

**2018 EMPLOYEE COMPENSATION LEVELS:** This document was prepared by Deputy Chief Webb with the oversight from Amanda Castle. This was with a 3.1% increase for employees not covered under the CBA. A motion was made to move adoption of the 2018 Employees Compensation Levels for 2018. The motion was amended to cover the first pay date of 2018. The amended motion was seconded and passed.

**SALARY EMPLOYEE PERFORMANCE AWARD:** Fire Chief, Deputy Chief, and the Training Captain are eligible for this award. The Training Captain declined the performance award in 2016. Director Harris would like to verify he is able to decline it with our Attorney. Director Harris said he has been advised from our Attorney regarding this matter. Director Gattmann has asked for the information Director Harris received from our Attorney. 2017 bonus will come out of the 2017 funds if it is paid early enough in 2018. Fire Chief Mygatt said they would like to eliminate the bonuses and allocate a certain percentage of that into their salaries. The board needs to work on a real compensation for the Fire Chief salary for the job posting. In 2004 the department had a one-time increase into the firefighter salaries.

A motion was made for the Board of Directors to authorize the wage grid adjustment of 80% of the bonuses into the salaries of the administrative staff. This action constitutes as a one-time wage increase to compensate for the elimination of the performance award. Discussion was had. Director Kuhne doesn't want to vote on this tonight and feels it could be retroactive to the first pay period of the year if needed. Directors' Harris and Halperin will gather base pay, certification pay and bonuses from three to four departments that are comparable to BRFR as soon as convenience allow and report back to the board with their recommendations. The motion was tabled.

**WEBB STRATEGIC COMMUNICATIONS:** Director Felton is not in favor of the communication plan. Director Gattmann made a motion to adopt the proposed contract of the professional service with Webb Strategic Communication as written. It was seconded. The motion doesn't pass with two in favor and three opposed. Director Harris will contact Mr. Webb and ask for another proposal for the board to review based on the needs of the department that is spread out over a year. This was tabled until the executive session where they will discuss what the new proposal needs are.

**OLD BUSINESS:**

**INTERIM FIRE CHIEF:** Local 4415 Vice President Valentiner handed out a letter and asked for time to talk with the board regarding the Interim Fire Chief position. Director Halperin will write up the interim chief announcement and send the draft out to the others board members tonight for their review. Sarah will post the interim chief job announcement on 12/13 with the information she receives from the Board of Directors.

**NEW BUSINESS:**

**FIRE CHIEF MYGATT:** Fire Chief Mygatt thanked everyone for allowing him to serve them as he will be retiring on 1/17/18.

**DIVERSITY TRAINING:** Director Felton would like to talk about the relevance of the diversity trainings for next year at the next meeting.

**ADJOURNMENT:** A motion was made to go into executive session at 1928. It was seconded and passed. Topics to be discussed are: contract with Pete Webb, and the interim Fire Chief position. Fire Chief Mygatt has been asked to stay for the first part of the executive session.

**THE NEXT BOARD MEETING WILL BE ON MONDAY, JANUARY 22, 2018 AT STATION 1.**

Minutes recorded by Sarah Normandin.

These are the true and correct minutes of the meeting held on the date above. They were approved by the Board on this 22<sup>nd</sup> day of January, 2018.

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Director

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Recording Secretary