



**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF THE  
SOUTH ADAMS COUNTY FIRE PROTECTION DISTRICT**

**November 16, 2021**

A meeting of the Board of Directors of the South Adams County Fire Protection District was held in person and via zoom meeting due to on-going concerns related to the spread of COVID-19 at the South Adams County Fire Protection District's Administrative Building, located at 6050 Syracuse Street, Commerce City, CO 80022 commencing at 6:26 p.m.

Board Members Present:

Alex Fairfield	President
Sam Gillan	Vice President
Craig Machuga	Secretary
Debra Bullock	Director
Ernie Anderson	Treasurer

Also, Present:

Kevin Vincel	Fire Chief
Bobby Noel	Deputy Chief of Operations
Ron Fano	District Legal Counsel
Vanessa Rodriguez	Administrative Assistant
Kevin Kellar	Director of Information Technology

Absent: None.

Guests:

Doug Finkenbinder and RJ Fernandez

Pledge of Allegiance: None.

Public Comments: None.

Approval of Minutes:

Vice President Gillan made a motion to approve the minutes of the October 19, 2021 Board meeting, as presented in the Board packet. Director Bullock seconded the motion. The motion was passed unanimously by roll-call vote.

Changes/Addition to the Agenda: None.



## **Special Reports:**

### **Chief Report on District Projects:**

Chief Vincel shared an update on the Annual Award Ceremony & 80<sup>th</sup> Anniversary and will be held at the new Training Center "The Pound".

Chief Vincel stated that he has meet with Oakwood Homes and that they are on board with building station 9. Chief Vincel also stated that the Department has staffing build into the sustainability.

Chief Vincel gave a brief update on Station 6 construction and sprinkler system.

Station 3 underground is all in and concrete has been completed.

Chief Vincel gave a brief update on the Maintenance Facility construction.

### **Northglenn Ambulance Report:**

Jamey Buckalew with Northglenn Ambulance gave a brief report on October call volumes and response times.

**Board Action Items:** None

### **Treasurer's Report:**

Chief Vincel gave an update on the budget. Chief Vincel stated that he has met with Deputy Chief of Operation Noel and Accountant Zima to go over the budget and ensure that everything is ready for 2022.

Chief Vincel gave a brief report on the Capital items purchased in 2021.

Secretary Machuga made a motion to approve the October 14, 2021 -November 10, 2021 bills. Director Bullock seconded the motion. The motion was passed unanimously by roll-call vote.

### **Legal Comments:**

Attorney Fano shared a brief report on District Items he has been working on.

### **Chief Vincel Report:**

Chief Vincel gave a brief report on the SCBA's & testing on equipment. Will be meeting with the Union to review and test the SCBA's and will present to the Board at the December board meeting for final decision on equipment. Chief Vincel stated that once determination has ben made, confirmation will be sent out to the Board prior to the December board meeting.



Chief Vincel shared the First Responder Health Care program with the Board. Chief Vincel stated that the physicals will be held at the Pound and will be a requirement to be completed annually.

Chief Vincel shared a brief update on Impact Sports coming to the Pound to provide physical rehab for all district employees and is estimated to begin in year 2022.

Chief Vincel gave a brief update on station inspections.

Chief Vincel gave a brief COVID update.

Chief Vincel gave a brief Grant update.

Chief Vincel shared his appreciation to everyone who attended the Push in Ceremony for Tower 24.

Chief Vincel gave a brief Thor/ Haz-Com update.

Chief Vince gave a brief Squad update

Chief Vincel welcomed Fleet Technician Reggie Buckalew to SACFD family. Congratulations to Battalion Chief Hackbarth who will be the Training Chief as of November 29, 2021.

Chief Vincel stated that the Department will be hiring four Firefighter/Paramedics in 2022.

Chief Vincel shared his appreciation with Captain Metish on the first steps towards Accreditation.

Chief gave a brief update on the 2021 Budget

Chief Vincel gave a brief ADCOM update.

Chief Vincel gave a brief NAFC update. The NAFC Graduation will be held on November 19, 2021 and the Department will have four probes graduating.

Chief Vincel gave a brief update on the Air Trailer.

#### Deputy Chief of Operations Report:

Deputy Chief of Operations Noel updated the Board on various District projects.

Deputy Chief of Operations Noel shared his appreciation with the Board for all their support.



Board of Directors Report/Comments:

The District Board shared their appreciation with all staff and crews for all their hard work.

Adjournment: With no further business to come before the Board, President Fairfield made a motion to adjourn the meeting. Upon a second, the motion passed unanimously.

The meeting was adjourned at 7:36 p.m.

X \_\_\_\_\_

Alex Fairfield  
Board President 11/16/2021

X \_\_\_\_\_

Craig Machuga  
Board Secretary 11/16/2021

**Signature:**

**Email:**

**Signature:**

**Email:**