

**RECORD OF THE PROCEEDINGS OF THE REGULAR BOARD MEETING OF THE
PAGOSA FIRE PROTECTION DISTRICT BOARD OF DIRECTORS**

February 14, 2017

The regular meeting of the Pagosa Fire Protection District Board of Directors was held on Tuesday, February 14, 2017, in the training room at Station #1, 191 N. Pagosa Blvd., Pagosa Springs, Colorado.

1. Call To Order

The meeting of February 14, 2017, was called to order at 6:30 p.m. by Chairman Thompson.

Board Member Attendance

John Thompson (Chairman), Ed Ainsworth (Secretary/Treasurer), David Blake (Director), Don Peterson (Director). Jason Webb (Vice Chairman) was not in attendance due to a work scheduling conflict.

Staff Present

Chief Larson, Deputy Chief Macht, Executive Administrative Assistant Brinkmann

2. Pledge of Allegiance

3. Additions/Deletions to the Agenda

Chief Larson 360 performance review was added to New Business, Item E.

4. Public Comments

None.

5. Approval of Minutes

The minutes of the January 10, 2017, were approved on a motion by Don Peterson, seconded by Ed Ainsworth and passed.

6. New Business

A. Public Hearing: Petitions for Inclusion.

Larson introduced Ken and Lynn Vickerstaff, from the San Juan River Ranch. Larson recommended that the Inclusion for the San Juan River Ranch and Turkey Creek Ranch, Ltd. be approved. Ken Vickerstaff stated there were 9 vacant lots on 369 acres of the San Juan River Ranch, which consisted of 4 homes and 1 home being built. He further explained the water, gate and road access to the board. Firewise programs were discussed.

B. Resolution 170114:

Ainsworth read Resolution 170114, Order By Board Of Directors Of The Pagosa Fire protection District For Inclusion of Real Property. Don Peterson made a motion to approve Resolution 170114, second by Ed Ainsworth and passed unanimously. Brinkmann explained the Resolution had to be submitted to the Judge prior to it being final. She will keep the board updated on the status.

C. Gallagher Amendment

Ainsworth discussed the impact of the Gallagher Amendment. He presented a worse case scenario and explained the impact the Gallagher Amendment would have, not only in the Pagosa Fire Protection District, but all Special Districts. He anticipates that the District would have enough monies to get through the year 2018. He stated the importance of following the Gallagher Amendment closely and assess what the District's impact will be. He wanted the Board to be fully aware that the impact of this amendment could be catastrophic to the operations of PFPD. Larson explained that the Gallagher Amendment was a constitutional amendment that was approved in 1982 and cannot be repealed by the legislature. The question is how the amendment will be implemented and could possibly have less impact on smaller districts. The board watched a 6-1/2 minute video on explaining the Gallagher Amendment. The staff has been made aware of the Gallagher Amendment and the impact it could have.

D. Archuleta County Annual Operating Plan:

The Archuleta County Annual Operating Plan was reviewed. Larson stated the plan was exactly the same as the 2016 plan except for the signatures. The purpose of the plan is to have a standard operating procedures and responsibilities plan to implement wildland fire protection on all lands within Archuleta County. Macht stated a plan is required in order to be reimbursed by the state.

E. Performance Review:

Blake described what a 360 degree performance review involved. He stated various firms could customize a performance review. Thompson stated he would like the 360 evaluation be held internally due to finances. Blake expressed his concern for an internal review versus a third party firm. Larson will get a 360 evaluation form and send it to Blake and Peterson. Brinkmann will check with the lawyers to make sure that a Chief evaluation could be held in Executive Session.

7. Reports

A. Financial:

- The P&L and Balance Sheet was reviewed.
- Fire Recovery account receivable was reported.
- Wildland check received. Brinkmann will provide the final 2016 Wildland figures to the Board at the next board meeting.

- The budget was unfrozen for essential items only.
- Larson reported that the \$7,500 budgeted for special fire protection has already been surpassed. Larson would like to designate the monies recovered for an extra set of extrication equipment. The extrication equipment being used currently is poor quality. Extrication equipment can range anywhere from 12,000 to 60,000.

B. Chief's Report:

- Attended the VCOS meeting in Houston. He received a Strategic Plan from VCOS to pass on to Shannon Jones, who is spearheading the Strategic Plan for Pagosa Fire.
- Captain Montoya and Captain Clark are in Pueblo for HazMat recertification.
- A person would like to donate enough money to purchase uniforms, class B shirt and pants, for volunteers and staff. If the donation is received there would be no cost to the District.

C. Deputy Chief's Report:

- Fleet: All apparatus is up and running. The steamer connection on Engine 4 had a chunk of aluminum missing. Macht approved a new steamer.
- Communications: Captain Montoya is moving forward with the Salamander ID system. There will be a demonstration of Salamander Command module next week. Macht explained the Nixle Everbridge system to the board.
- Facilities: Station 1 needed ice removal. The company used a hot water sprayer. There was no damage to the roof.
- Extractors are being used every day. Macht expressed how pleased he was to see the gear hanging up to dry after a structure fire. He stated the importance of washing contaminated gear after a structure fire.
- Pub Ed: PFPD will be sending off the high school wrestling team to state. There will be fire drills tomorrow and throughout the month at the schools.
- Training: The Firefighter Academy will start March 6, 2017. It will be held 3 nights a week ending May 20th. After FF1 class, there a HazMat class and the 130/190 Wildland class will be held. The training calendar is posted.
- Incidents: responded to 70 incidents, a total of 5 people on each call. Current training hours to date is 7,784 hours.
- Grants: PFPD has applied for a Type 3 Engine grant, a grant for turnout gear and a grant for staffing analysis.
- Wildland: The Wildland Central Emergency Response Fund (CERF) agreement was submitted and accepted by the State.
- Department: The Standard Operating Procedures (SOP) and the Standard Operating Guidelines (SOG) need revamping.
- Department: Developing a training plan to meet the future needs of the department.

8. **Old Business**

None

9. **Good of Order:**

Larson announced that instead of an Open House this year, a program will be held in the Town park. Captain Robertson held a contest to name the event. Ryan Foster, volunteer Firefighter won the contest and the event will be named Pagosa Fire Fest. Fun activities and demonstrations will be held with all residence of the community being invited. The event will be held June 24, 2017.

There being no further business, the meeting was adjourned at 8:10 p.m.

Respectfully Submitted,



Edward Ainsworth
Secretary/Treasurer

DISTRICT SEAL

