

STATE OF COLORADO )  
COUNTY OF ARCHULETA ) SS.  
PAGOSA FIRE PROTECTION DISTRICT )

**NOTICE OF SPECIAL MEETING**

NOTICE IS HEREBY GIVEN that a special meeting of the Board of Directors of the Pagosa Fire Protection District will be held on Tuesday, April 26, 2016, at 6:30 p.m. in the training room at Station #1 located at 191 North Pagosa Blvd., Pagosa Springs, Colorado. The purpose of the meeting will be to consider the release of confidentiality and release of April 12, 2016 executive session tape recording requested by Terri House of the Pagosa Sun.

**FOR THE BOARD OF DIRECTORS  
PAGOSA FIRE PROTECTION DISTRICT**

  
\_\_\_\_\_  
Shirley D. Brinkmann  
District Manager  
Pagosa Fire Protection District

**DISTRICT SEAL**



STATE OF COLORADO )  
COUNTY OF ARCHULETA ) SS.  
PAGOSA FIRE PROTECTION DISTRICT )

**NOTICE OF CHANGE IN DATE OF THE BOARD OF TRUSTEES OF THE  
PAGOSA FIRE PROTECTION DISTRICT FIREMEN'S PENSION FUND  
MEETING**

NOTICE IS HEREBY GIVEN that the regular meeting of the Board of Trustees of the Pagosa Fire Protection District Firemen's Pension Fund scheduled for Tuesday, April 12, 2016, has been changed to Tuesday, May 10, 2016. The meeting will be held in the training room at Station #1 located at 191 North Pagosa Blvd., Pagosa Springs, Colorado, beginning at 6:30 p.m. The meeting is open to the public.

**FOR THE BOARD OF DIRECTORS  
PAGOSA FIRE PROTECTION DISTRICT**

  
Shirley D. Brinkmann  
District Manager

**DISTRICT SEAL**



The Pagosa Fire Protection District Board of Directors will hold its regular meeting on Tuesday, April 12, 2016, at 6:30 p.m. in the training room at Station #1 located at 191 North Pagosa Blvd., Pagosa Springs, Colorado. These meetings are open to the public.

### BOARD OF DIRECTORS

- Call to Order
- Pledge of Allegiance
- Additions/Deletions to the Agenda
- Public Comments
- Approval of the March 15, 2016 Minutes
- Approval of the March 22, 2016 Minutes
- New Business:
  - A. Election Update
  - B. Board Member & District Manager Workshop Announcement
  - C. Background Check Fees
- Motion to enter into Executive Session pursuant to C.R.S. §24-6-402(4)(f) to discuss the Chief's position
- Old Business
- Good of the Order
- Adjournment

I hereby certify that the above Notice of Meeting was posted by me in the designated location at least 24 hours prior to said meeting.

  
Shirley D. Brinkmann  
District Manager  
Pagosa Fire Protection District

DISTRICT SEAL

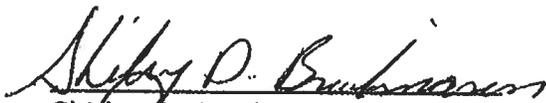


The Pagosa Fire Protection District Board of Directors will hold a special meeting on Tuesday, April 26, 2016, at 6:30 p.m. in the training room at Station #1 located at 191 North Pagosa Blvd., Pagosa Springs, Colorado. These meetings are open to the public.

#### BOARD OF DIRECTORS

- Call to Order
- Consider waiver of confidentiality and release of April 12, 2016 executive session tape recording requested by Terri House of the Pagosa Sun.
- Possible motion to enter into Executive Session pursuant to Section §24-6-402(4)(c), C.R.S., "matters required to be kept confidential by law" (Open Meetings Law at C.R.S. §24-6-402(2)(d.5)(II)(D)) for board review recording of prior executive session held on April 12, 2016 pursuant to Section §24-6-402(4)(f), "personnel matters related to the Fire Chief position".
- Adjournment

I hereby certify that the above Notice of Meeting was posted by me in the designated location at least 24 hours prior to said meeting.



Shirley D. Brinkmann  
District Manager  
Pagosa Fire Protection District

#### DISTRICT SEAL



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

April 12, 2016

The regular meeting of the Pagosa Fire Protection District Board of Directors was held on Tuesday, April 12, 2016, in the training room at Station #1, 191 N. Pagosa Blvd., Pagosa Springs, Colorado.

**1. Call To Order:**

Chairman Lattin called the meeting to order at 6:30 p.m. The following directors were present: Ken Rogers, David Blake and John Thompson. Jason Webb was out of town on business and joined the meeting via telephone.

**Staff Present:**

Chief Bower, Assistant Chief Larson and District Manager Brinkmann

**2. Pledge of Allegiance:**

Chairman Lattin led the Pledge of Allegiance

**3. Additions/Deletions to the Agenda: None**

**4. Public Comment:**

John Gilbert inquired if this would be Ken Rogers and LeRoy Lattin's last board meeting. LeRoy replied that they would attend the meetings until the new board took their Oaths of Office.

Chief Bower stated how much she appreciated working with the board and thanked them for giving her the opportunity to work for PFPD. LeRoy thanked Diane for her service.

**5. Approval of Minutes:**

The minutes of the March 15, 2016, were approved on a motion by David Blake, second by Ken Rogers and passed.

The minutes of the March 22, 2016, were approved, with corrections on a motion by Ken Rogers, second by John Thompson and passed.

**6. New Business:**

**A. Election:** Chief Bower announced the times and date of the Election. Blake inquired if the judges' names were public information. Brinkmann announced that Kathy Fulmer, Harris Bynum, Randye Taylor-Burk and Jane McKain would be the judges for the election. Chief Bower announced that the judges would be attending a training session.

B. **Workshop:** Brinkmann announced an SDA workshop would be held June 14, 2016, in Durango. She suggested all board members attend the workshop and requested the board let her know as soon as possible if they would be attending. Thompson stated he would be attending.

C. **Background fees:** Larson informed the board that Dispatch would no longer be able to perform background checks for the District. Brinkmann stated the fee for background checks would be \$39.95 for the Economy Package. The Board agreed that background checks were needed. Webb inquired how often background checks were conducted. Larson stated when the employee comes "on board". Webb inquired if there was any policy on breaking any code of conduct or criminal offense. Larson replied he would look into the policy and if a disclosure statement was not in place, he would have the board put one into place. Webb inquired if there were any regulations or rules at the State level. Larson replied the State could revoke certifications, however, it would fall back on the Board and Fire Chief.

**Drug and alcohol:** Thompson inquired if the District assisted employees with drug or alcohol problems. Larson informed him the District had an Employee Assistance Program (EAP) service and encouraged anyone in need to use it. Larson stated offering this service "is the right thing to do" whether Colorado had a law in place, or not.

Randy announced that Steve Voorhis was a recipient of a scholarship given through the STRIVE Tuition Reimbursement Program provided by the Colorado State Fire Fighters Association through the SAFER Grant Program. Steve Voorhis explained that the scholarship is given to a volunteer or a child of a volunteer. The scholarship received will reimburse Voorhis' daughter a portion of her college tuition expense for one semester.

7. **Executive Session:**

Ken Rogers made a motion to enter into Executive Session pursuant to C.R.S. §24-6-402(4)(f) to discuss the Chief's position. John Thompson seconded the motion.

8. The Board reconvened at 7:44. Lattin announced that the board decided to offer chief Larson the position of acting chief with all the powers and responsibilities that go along with the job. He stated that Larson had accepted the offer.

The Board decided to expedite the hiring of a new Chief. Blake announced the new Board will be the interviewing committee and the position would be advertised.

9. **Old Business:**

Larson announced that Tom Dorgn declined the nomination for the VCOS "Stepped Up and Stood Out" program that was discussed at the last meeting. He stated that PFPD would not have time to complete the video process in order to nominate another candidate.

LeRoy thanked Marshall, a representative from The Pagosa Springs Sun Newspaper, for working with Pagosa Fire in printing articles and attending the board meetings.

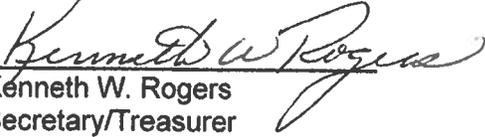
Larson announced he would attend the Colorado State Fire Chiefs Combination Section Meeting on Friday, April 15, 2016 at Copper Mountain Fire Rescue. He stated he would have a report at the next meeting.

Larson announced that six firefighters would attend the Leadership course being held in Los Pinos.

Larson stated that Colton Calavan is part of the Four Corner's Training Officers group.

11. There being no further business, the meeting was adjourned at 7:55.

Respectfully Submitted,

  
Kenneth W. Rogers  
Secretary/Treasurer

DISTRICT SEAL

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

April 26, 2016

A special meeting of the Pagosa Fire Protection District Board of Directors was held on Tuesday, April 26, 2016, in the training room at Station #1, 191 N. Pagosa Blvd., Pagosa Springs, Colorado.

**1. Call To Order:**

Chairman Lattin called the meeting to order at 6:30 p.m. The following directors were present: Ken Rogers, David Blake, John Thompson and Jason Webb.

**Staff Present:**

Acting Chief Larson and District Manager Brinkmann

**2. Pledge of Allegiance:**

Chairman Lattin led the Pledge of Allegiance.

**3. Consideration of Waiver of Confidentiality and Release of the April 12, 2016, Executive Session Tape requested by Terri House of the Pagosa Springs Sun:**

Ken Rogers made a motion: "In light of the circumstances and in order to prevent unnecessary staff and legal expense, to waive the executive session privilege to the tape recording of the April 12, 2016 executive session held pursuant to Section §24-6-402(4)(f), personnel matters related to the Fire Chief position, and further direct the Records Custodian, Mrs. Brinkmann, for the District to provide an electronic copy of this recording to the Sun and/or any other interested party; and that this is a limited waiver and does not set precedent for any future request by the Sun and/or any other party. The Custodian is directed to follow the law and to not release any executive session tapes or other confidential material unless otherwise directed by the Board through formal action." Blake seconded the motion and the motion passed unanimously. Lattin instructed Brinkmann to release the tape to the Sun and any other interested parties.

Brinkmann informed the Board that Bill Hudson, Pagosa Daily Post, withdrew his CORA request for the tape.

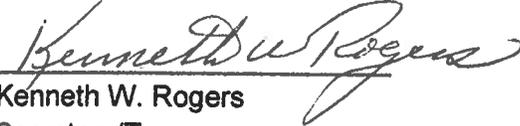
Webb inquired if a formal action should be made in open session related to anything that was discussed in executive session. Ken Rogers made a motion that Assistant Chief Larson be given a \$5,000.00 raise, regardless if he is selected for the Chief's position, for taking on the responsibilities of both Chief and Assistant Chief. Blake seconded the motion. The motion passed 4-1 with Webb opposing the motion.

Webb thanked The Pagosa Springs Sun's staff for bringing the procedural error to the board's attention. Terri House, The Pagosa Springs Sun, commended the board for their action to make the records public.

**4. There being no further business, the meeting was adjourned at 6:37.**

Respectfully Submitted,

DISTRICT SEAL

  
Kenneth W. Rogers  
Secretary/Treasurer