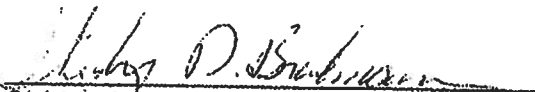


STATE OF COLORADO )  
COUNTY OF ARCHULETA ) SS.  
PAGOSA FIRE PROTECTION DISTRICT )

**NOTICE OF CHANGE IN DATE OF REGULAR MEETING**

NOTICE IS HEREBY GIVEN that the regular meeting of the Pagosa Fire Protection District Board of Directors scheduled for Tuesday, March 8, 2016, has been changed to Tuesday, March 15, 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**

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, March 22, 2016, at 6:30 p.m. in the training room at Station #1 located at 191 North Pagosa Blvd., Pagosa Springs, Colorado. An Executive Session will be held pursuant to C.R.S. §24-6-402(4)(f) to discuss personnel matters.

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

  
Shirley D. Brinkmann  
District Manager  
Pagosa Fire Protection District

**DISTRICT SEAL**




The Pagosa Fire Protection District Board of Directors will hold its regular meeting on Tuesday, March 15, 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 February 16<sup>th</sup> Minutes
- New Business
  - A. Election Candidate Announcement
  - B. New Employee Announcement
  - C. Part-time Mechanic Announcement
- Old Business
  - Review of the Town MOU
- 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

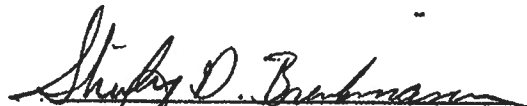


The Pagosa Fire Protection District Board of Directors will hold a special meeting on Tuesday, March 22, 2016, at 6:30 p.m. in the training room at Station #1 located at 191 North Pagosa Blvd., Pagosa Springs, Colorado. These meetings are open to the public.

### BOARD OF DIRECTORS

- Call to Order
- Motion to enter into Executive Session pursuant to C.R.S. §24-6-402(4)(f) to discuss the Chief's retirement
- 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**

March 15, 2016

The regular meeting of the Pagosa Fire Protection District Board of Directors was held on Tuesday, March 15, 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:**

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: None**

**5. Approval of Minutes:**

The minutes of the February 16, 2016, were approved on a motion by David Blake, second by Ken Rogers and passed.

**6. New Business:**

**A. Election:**

Two of the three candidates running for the upcoming May 3, 2016 election were present. All three candidates were invited to the board meeting. Don Peterson was not able to attend the meeting. Ed Ainsworth introduced himself. Linda Lattin introduced herself. Randy announced that Ken Rogers withdrew his nomination.

**B. New Employee Announcement:**

Randy announced that Karn Macht was hired for the Wildland Coordinator position. He explained that this position was temporary. In October, he will review the finances and make a decision if this position should become a permanent position.

**C. Part-time Mechanic Announcement:**

Randy announced that Todd Hutcherson was hired to assist Captain Clark with Fleet maintenance. He stated that this position would run through April.

**D. Ken Rogers requested to schedule a Special Meeting to discuss Chief Bower's retirement.** The meeting would be held in Executive Session. All board members agreed to schedule the meeting. Randy reminded Shirley that a notice should be sent to the press announcing the date and time of the meeting. Shirley reminded the Board that Chief Bower needed to be notified prior to setting a date for the meeting.

7. **Old Business:**

A. **Review of the Town Intergovernmental Agreement (IGA):**

Randy announced the town representatives signed the IGA between the Town of Pagosa Springs and the Pagosa Fire Protection District for Jurisdictional Fire Safety Services. Jason inquired if the town had a response to the recommended changes concerning the circulation to Pagosa Fire for review and comment. Randy stated the Town approved and signed the IGA with the recommended changes. The IGA was signed by Chairman Lattin and District Manager Brinkmann.

B. **Good of Order:**

Randy announced that the Volunteer & Combination Officers Section (VCOS) of the International Association of Fire Chiefs (IAFC) would be holding a "Symposium in the West" in Reno, Nevada this May. VCOS is asking for nominations for volunteers who have "Stepped Up and Stood Out". Kidde United Technologies, NFPA, and Craig Morgan, Country Music Star, have partnered with VCOS on a "Volunteer Recruitment and Community Engagement" program. Ken nominated Tom Dorgan. Randy stated he would get a member of the staff to video the person nominated. He stated if there was more than one nomination, the volunteers would vote for one.

LeRoy inquired if Randy was a member of the Colorado State Fire Chief Association (CSFC). Randy replied he was a member and would be attending the next meeting held in April at the Copper Mountain Resort. LeRoy inquired if there was a Four Corner's Chief Association. Randy stated there is a LaPlata Chief's Association, which he attends when Chief Bower is not available. He stated Firefighter Calavan attends the Chief Training Officer meetings.

LeRoy inquired how the Lieutenant positions were coming. Randy stated that his time frame is by the end of this month. He explained he was behind on where he would like to be and would hold "scenario" type training, giving the candidates a chance to learn prior to assigning the title of Lieutenant.

Randy informed the Board that the staff requested rotating the command officer duty to a 48-hour basis versus a 7-day rotation. Randy agreed to this request as long as the staff members were 100% in agreement. He stated that the 48-hour schedule would be safer and would not affect payroll. Ken asked about the command officer's hand-off protocol. Randy responded the procedure for command hand-off would remain the same.

8. **Adjournment:**

There being no further business, the meeting was adjourned at 7:00 p.m.

Respectfully Submitted,

  
Kenneth W. Rogers  
Secretary/Treasurer

DISTRICT SEAL



RECORD OF THE PROCEEDINGS OF A SPECIAL MEETING OF THE  
PAGOSA FIRE PROTECTION DISTRICT BOARD OF DIRECTORS

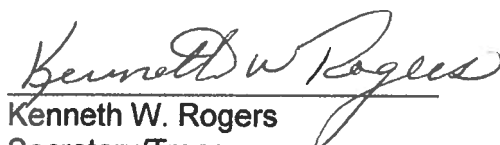
March 22, 2016

A special meeting of the Pagosa Fire Protection District Board of Directors was held on Tuesday, March 22, 2016, in the office of the Fire Chief at Station #1, 191 N. Pagosa Blvd., Pagosa Springs, Colorado.

1. Chairman Lattin called the meeting to order at 6:30 p.m. The following directors were present: Ken Rogers and David Blake. Jason Webb joined the meeting via telephone conference call. John Thompson was out of town on business.
2. Chairman Lattin made a motion to enter Executive Session pursuant to C.R.S. §24-6-402(4)(f) to discuss Chief Bower's retirement. Ken Rogers seconded the motion.
3. The special meeting was reconvened at 6:53.
4. Ken Rogers made a motion that Chief Bower would retire as of July 15, 2016, using her accrued vacation time between now and July 15<sup>th</sup>. He stated Chief Bower would be entitled to severance pay according to policy. Operations would be handed over to Assistant Chief Larson at the time Chief Bowers goes on leave. The motion was seconded by Chairman Lattin and passed.
5. The special meeting was adjourned at 7:05.

Respectfully Submitted,

DISTRICT SEAL

  
Kenneth W. Rogers  
Secretary/Treasurer

