

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

April 9, 2019

The regular meeting of the Pagosa Fire Protection District Board of Directors was held on Tuesday, April 9, 2019, in the training room at Station #1, 191 N. Pagosa Blvd., Pagosa Springs, Colorado.

**1. Call To Order**

The meeting of April 9, 2019 was called to order at 6:30 p.m. by Chairman Thompson.

**Board Members In Attendance**

John Thompson (Chairman), Jason Webb (Vice Chairman), Don Peterson (Treasurer/Secretary), and Ronald Beckman (Director).

John Daffron was out of town and not able to attend.

**Staff Present**

Chief Randy Larson, Deputy Chief Karn Macht, Executive Administrative Assistant Shirley Brinkmann

**2. Pledge of Allegiance**

**3. Additions/Deletions to the Agenda**

New Business: 5C. Appointment of a new Dispatch Representative.

**4. Public Comments**

None

**5. Approval of Minutes**

The minutes of the March 12, 2019 were approved on a motion by Jason Webb, seconded by Ron Beckman and passed.

**6. New Business**

- A. Dispatch Center Presentation: Chief Larson gave the history of the Dispatch Center while explaining the needs of a new facility. The lease for the current site will be up on September 2020. He further explained that Dispatch has a Board of Directors, consisting of four entities; 2 people each from EMS, PFPD, the Town, and the County. Archuleta County remains the physical agent. There is a Communications Advisory Board appointed by the different entities. David Montoya is the communications person for PFPD and Mike LeRoux, from EOC. Dispatch is the central hub for all emergency response in Archuleta County. They take all the 911 calls for Archuleta County, Upper Pine and Los Pinos Fire, Mineral County, Hinsdale County. Larson presented the needs and issues of the current Dispatch Center with the board. He went over the health, security, aged equipment and expansion issues in detail. Larson went over the alternative funding and resources that have been looked into. The current Dispatch Center is not sustainable. Discussion took place between the board members on the Dispatch Center. Beckman inquired as to when

the Advisory Committee meets. Chief Larson replied that they meet once a month and they are in the process of rebuilding the committee.

Chairman Thompson called a recess from the Regular Board Meeting in order to go into the Board of Trustees regular meeting.

The Regular Board Meeting reconvened at 7:41.

- B. **Strategic Plan:** The Revised Strategic Plan was included in the board packet. The objectives and recommendations were reviewed. New objectives were added to the plan. Webb made a motion to table the Strategic Plan until the May board meeting. Beckman seconded the motion and it passed unanimously. Larson asked the board to direct all questions to him due to the Sunshine Law. Beckman commended the Chief and staff for the job on the Strategic Plan. Webb inquired if Chief could add the Strategic Plan to his report on a bi-annually basis.
- C. **New Dispatch Representative:** Chief Larson informed the board that due to some conflicts John Daffron resigned from the Dispatch board. He stated the board needs to reappoint someone as their representative. Jason Webb motioned to have Don Peterson fill the vacant dispatch position, second by Ron Beckman and passed. Ron Beckman will be a proxy, if needed.

## 7. **Old Business**

**Growing Water Smart Discussion:** Larson asked for a motion to take it off the table for discussion. Peterson made a motion to take the Growing Water Smart Discussion off the table, second by Beckman and passed. Peterson and Larson had a discussion with the water smart group. PFPD's board made the decision last meeting that they did not want the full presentation from the Growing Water Smart Board, only the recommendation. Larson recommended the board to approve the letter, a non-binding letter of intent. PFPD is probably looking at sometime in 2020 a cost of \$1,000-1,500 to bring a consultant back in. The information is good to have, but is a good show of faith that the PFPD is willing to work with the other entities, a small investment to continue with the group. Peterson recommended the approval of the letter to keep PFPD informed and in the group. Beckman made a motion to approve the Growing Water Smart Letter of Intent, second by Peterson and passed.

## 8. **Reports**

### A. **Financial:** Brinkmann reported:

- The P&L and Balance Sheet were included in the board packet.
- Journal Entries from 1/1/2019-3/1/2019 were included in the board packet.
- Property taxes for March were received.
- Need to transfer the pension fund monies into the volunteer pension account.
- Burn Permits to date 163.
- 1<sup>st</sup> quarter taxes have been filed.

### B. **Chief's Report:**

- Truck is in the build process. There are no any delays and the new truck should be here July or August. The placement for the new Engine will be at Station 1 and the ladder truck will be located at Station 4.

- Larson and Macht published a new SOG for the Fire Ground. Classes will be held for that in May.
- The Officer Development for upcoming volunteers will begin on Thursday the 11<sup>th</sup> and continue until July. Policy and Procedures, Human Resources, Rules and Regulations, Operations, Command, Size-Up and various other subjects will be taught.
- PFPD has finished their agreement with the County on the wildland season and situation. They will hire 2 wildland firefighters and their fire apparatus will be used. PFPD will have the Engine Boss in training. PFPD will put them on a modified 40-work week schedule.
- The Principals of Modern Fire Attack will be given here on May 4<sup>th</sup>.
- Have been working with EMS with a First Responder Medical Program. The goal is to have the program up and running by May 1<sup>st</sup>. A First Responder Medical training will be held for our volunteers.

**C. Deputy Chief's Report:**

- 140 calls for the year.
- 1066 training hours have been booked.
- Attended a Spatula Fire Training class in Durango. Creating Maps that have operational objectives by identifying areas that we can push fire into and think about containment lines as the fire starts. The class created fire perimeters or a hypothetical perimeters by binary mapping. He explained the class in detail.
- Attended on April 3<sup>rd</sup> the Durango Interagency Type 3 meeting.
- Chief Larson and Macht went to Ft Lewis College for a NFPA 3000 (Active Shooter) meeting with the Division of Fire Safety on the prevention side.
- April 4<sup>th</sup> PFPD had a meeting to discuss responder recipes for aircraft/incident accidents.
- 10 firefighters went through the S-260, Interagency Incident Business Management class.
- 6 firefighters went through the Four Corners Wildland Academy in Ignacio.
- The 2019 Colorado Resource Rate agreement has been uploaded.
- Getting ready to send 4 firefighters to the Tactical Leadership on the Fire Ground down in Ignacio.

**9. Good of the Order**

- Beckman inquired if Larson was the Chair person for the Dispatch Advisory Board. Larson explained the Dispatch Advisory Board to PFPD's Board. Beckman inquired if it would be helpful if the PFPD Board made a commitment for any contingency money. Larson replied that the meeting was to inform the board of the problems with dispatch and he might come to PFPD's Board later on down the road, if any contingency money was needed.

- Brinkmann informed the board that a SDA Workshop will be held Tuesday, June 11<sup>th</sup> in Durango. She asked that if they wanted to attend to let her know and she could register them.
- Brinkmann informed the board that the SDA Conference will be held September 18<sup>th</sup> through the 20<sup>th</sup>.

**10. Adjournment**

There being no further business, the meeting was adjourned at 8:50 p.m.

Respectfully Submitted,

*FOR*   
Don Peterson,  
Secretary/Treasurer

DISTRICT SEAL

