

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

May 10, 2022

The regular meeting of the Pagosa Fire Protection District Board of Directors was held on Tuesday, May 10, 2022, following the regular meeting of the Pagosa Fire Protection District Board of Trustee meeting being held at 5:30 p.m. This meeting was held at 165 N. Pagosa Blvd.

1. Call To Order

The May 10, 2022 meeting was called to order at 7:16 p.m. by John Thompson.

Board Members In Attendance

John Thompson (Chairman), Jason Webb (Vice-Chairman), Kim Moore (Secretary/Treasurer), Ron Beckman (Director) and LeRoy Lattin (Director)

Staff Present

Fire Chief Larson, Deputy Chief Macht, Executive Administrative Assistant Brinkmann

2. Public Comments:

No public comments.

3. Approval of the March 8, 2022 Minutes

The minutes of the March 8, 2022 meeting were approved on a motion by Moore, second by Lattin and passed.

4. Old Business:

None

5. New Business:

A. Oaths of Office:

Jason Webb administered the Oath of Office to Wayne Hooper, James Martin and Ryan Foster.

Chief Larson thanked John Thompson, Jason Webb and Kim Moore for their service.

B. Recess: After a short recess the board recovered at 7:26.

C. Reorganization of the Board of Directors:

LeRoy Lattin was nominated Chairman on motion by Beckman, second by Hooper and passed by acclamation.

Ron Beckman was nominated Vice-Chairman on a motion by Lattin, second by Martin and passed by acclamation.

James Martin was nominated Secretary/Treasurer on a motion by Beckman, second by Hooper and passed by acclamation.

D. Approval of changes to the District Bylaws:

Changes to the District Bylaws were reviewed by Larson. Hooper made a motion to approve the changes, second by Beckman and passed.

E. Approval of changes to the Personnel Policy:

Larson reviewed the changes to the Bereavement Section of the Personnel Policy with the board. Martin made a motion to approve the changes, second by Beckman and passed.

F. Approval of the Purchase Order to Globe Custom Personal Protective Gear:

Deputy Chief Macht presented the purchase order to the board and requested the board approve the purchase. Macht explained the need for new personal protective gear due to the large volunteer academy and the expiration of the gear PFPD does have. Hooper inquired if helmets were included in the purchase. Macht explained that the helmets were not included. Lattin inquired as to why Globe was chosen as the vendor. Macht explained the process he went through in finding vendors for the gear. Hooper made a motion to approve the purchase order, second by Beckman and passed.

G. Approval of a Pager System:

Larson explained the need of a new pager system to the board. He explained Captain Montoya has been looking into new systems and presented Larson with a proposal. Larson has not had the time to look into the proposal. Larson requested the board table the discussion until he can look into vendors and review the proposal. Beckman made a motion to table the approval of a new pager system, second by Martin and passed.

6. Reports

A. Financial Report: Brinkmann reported:

- Property Tax was deposited for April.
- Volunteer Pension taxes have not been sent, as discussed in the Volunteer Pension Trustees meeting.
- 6 Out-of-District claims are still in the process.
- The auditors have been in-house reviewing all financials.
- Board member packets are being put together and should be completed by the next board meeting in June, if not before.
- Burn Permits to date: 402.

Chief Larson requested Brinkmann review the SDA conference and workshop with the board. Brinkmann explained that Special Districts Association holds a conference in September and a workshop in June or July. The workshop is held in Durango and the conference is held in Keystone. Brinkmann encouraged the board to attend the conference held in Keystone stating that the conference is a good way to learn about elections, budgets, and the role of a board member.

B. Chief Report:

- NFPA physicals are scheduled for June. The physicals are required by the paid staff and highly recommended for the volunteers.
- Type 6: Larson is hoping for a late June early July delivery. It has been in the works since September of last year.
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- Next board meeting a plan review and fee schedule will be presented along with a Resolution to adopt the 2015 Fire Code in order to be compliant with the Town and the County.
- Volunteer meeting went well. They gave Larson a list of priorities they would like which included the communication and paging system. They would like to enhance our training program.
- Had a meeting with the Town Manager concerning inspections within the Town.
- Ladder Truck has been repaired and should be back in Pagosa today or tomorrow.
- Hired a Community Risk Reduction person, Kassandra Witt. She is a volunteer and accepted the part-time position. She has hit the ground running, taking over the Facebook and Social networks. Trying to get more involvement from our volunteers with events. She went to a training in Denver last week and has been accepted to the National Fire Academy for the Community Risk Reduction class coming up in June.
- Will be taking some vacation time in June. Will not be in attendance for the June and possible July meeting.

Beckman inquired about the Appreciation dinner. Larson replied that it was good. He stated that PFPD might have a Retired Volunteer dinner sometime in October.

Lattin inquired about the fee schedule for plan reviews. Larson explained that the Fire Marshal is rewriting the plan review fee schedule.

Larson stated the State has a side-by-side sprinkler system demonstrator that PFPD will be bringing in for the Fair this year.

C. Deputy Chief Report:

- Total 2022 Calls to date: 456.
- Training hours to date: 1989.
- Saturdays had a great extrication training. Will be working with the other shifts that were unable to attend the training with the vehicles that Buckskin has offered PFPD to use for training.

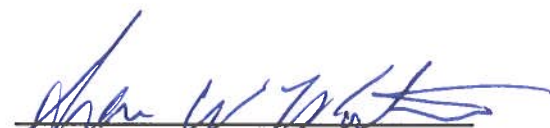
7. Good of the Order

Beckman inquired if PFPD could give certificates or something to board members who have served time on the board. Brinkmann will look into getting a plaque for Jason Webb and John Thompson.

There being no further business, the meeting was adjourned at 8:16 p.m.

Respectfully Submitted,

DISTRICT SEAL


James Martin, Secretary/Treasurer

