

SOUTHERN PARK COUNTY FIRE PROTECTION DISTRICT
July 19, 2012 Special Meeting Minutes

1. **Call to order:** Chairman Calanni called the meeting to order at 7:01 pm. Because of the excused absence of the Secretary, Roberta Smith, Amy Mason and Sam Calanni will share the Secretary responsibilities for this meeting.
2. **Attendees:** In attendance were Board members Sam Calanni, Anita Long, Amy Mason, Flip Boettcher, and Harry Gintzer; Department members Chief Felton, Gene Stanley, Larry Le Page, Joan Le Page, Don Rocksted, and Donavon Johnson; Auxiliary members Dave Tilton, Doug Schellenger; Barb Felton, Elaine Rocksted, Bill Pate, and Jane Pate; and guests Don Cole and Charles Sanders.
3. **Executive Session:** The Board went into executive session at 7:04 pm to discuss personnel matters.
4. **Open Session:** The Board returned to Open Session at 7:19 pm.
5. **Dismissal of Donavon Johnson:** A motion was made by Amy Mason and seconded by Flip Boettcher to dismiss Donavon Johnson from the Volunteer Staff for failure to comply with the standards of SPCFPD Policy #10, "Rules of Conduct" and Policy #20, "Personnel Policy". A discussion of the motion followed during which Donavon Johnson asked that he be allowed to present his objections to the motion in a private session with the Board Members. The Board went into a private session at 7:23pm and heard Mr. Johnson's objections and returned to the Open Session at 7:36 pm. A vote was taken on the motion to dismiss and it passed unanimously. Amy Mason thanked Donovan for his contributions of community service.
6. **July Meeting Minutes:** It was moved, seconded to accept the July 5 Minutes. The motion passed unanimously.
7. **Treasurers Report:** Anita presented a mid month report and advised that a full monthly report would be submitted at the end of the normal monthly accounting period. A copy of the interim report is attached to these minutes. The report was informative with no "red flags" and was accepted as submitted.
8. **Chief's Report:** Chief Felton presented his report, which is also attached to these minutes. Highlights included a discussion of burn ban restrictions, Driver training schedule, and a discussion of the Mineral Grant submission.
9. **Auxiliary Report:** Dave Tilton presented the Auxiliary Report which included a listing of projects and donations made by the Auxiliary over the past year. A copy of the listing is attached to these minutes.
10. **Old Business:**

Policy Enforcement: A fairly lengthy discussion was held, with all attendees participating, on the importance of not only assuring that all Policies are updated monthly and they be enforced consistently. Amy Mason shared the contents of a letter received from a member of the public expressing concern over possible lack of enforcement. It was emphasized that all District personnel including Volunteers, Board, Reserves, and Auxiliary must be knowledgeable of and are subject to these Policies. A reminder for the responsibility for all District personnel to immediately report of any concerning violations to Chief Felton. The review of the "Communications: Policy," which would normally have been reviewed at this meeting was tabled until the September meeting. Our policies will be placed on the website.

Copier Lease: A discussion was held on the merits of a copier lease proposal received from Gobins Office Products. It was determined that from available information it would not be cost effective to lease the copier. However, it was decided that the chief would make a rough count of copies made by the two devices currently in use before a final rejection/approval of the proposal is made.

Humvee Retrofit: this item was covered in the Chief's report. Essentially the District will not make a \$15,000 commitment to the retrofit until assurances are received that the County owned Humvee would remain in our use for full investment recovery. The County Attorney is currently preparing a memo of understanding.

Vehicle Registrations: Chief Felton will make the necessary information available to Amy Mason who will then obtain the necessary registrations for the two unregistered vehicles.

Capital Asset Management Plan for 2011: The Humvee retrofit decision is need for final modification of section 5 of the current year Plan.

11. New Business:

Budget Schedule for 2013; Anita Long reviewed the timelines for the 2013 Budget preparation and submission. The Budget Committee of Chief Felton, Treasurer Long, and Chairman Calanni will meet in late August to prepare a proposed budget to present to the Board at the Sept regular Board Meeting.

Capital Asset Management Plan for 2012/2013: Chairman Calanni noted that the Plan must be completed prior to completion of the Budget to identify Capital expenditures planned for the next year. He also reminded Chief Felton of the need to complete the fixed asset, apparatus, and plant equipment inventories for completion of the Plan.

Driver Training Concerns: A fairly lengthy discussion was held on the advisability of having Volunteers go through the VFIS Driver Training Program. A letter of concern from Larry Le Page was provided to all Board Members. The major concern was that the VFIS Program does not allow for exceeding posted speed limits, even in emergency situations, even though Colorado State laws permit exceeding speed limits in emergency situations and may have the potential to increase our driver's liability. Dave Tilton will inquire of the VFIS Instructors why the state laws exceptions are not covered in their program. Training will be conducted as scheduled and certification to the VFIS Program will be considered when additional information is obtained.

12. Public Input:

Doug Schellenger publicly thanked Don Cole for his efforts in making the July 4 garage sale such a huge success, which was followed by an appreciative round of applause.

Bill Pate inquired into the plans of the SPCFPD for filling the vacant Assistant Chief position. The Chairman, after giving a brief background, commented that the position would most likely be filled by the end of the year.

13. Adjourn: There being no further business the meeting was adjourned at 8:54pm after noting that the next scheduled meeting will be held on Sept. 6.

Respectfully Submitted:

Amy Mason/ Sam Calanni