



**SOUTHERN PARK COUNTY FIRE PROTECTION DISTRICT  
Board of Directors' Meeting**

2020 Jan 02 @ 6:00 P.M.

**1) Introduction of Visitors**

**2) Attendees:**

**Board members present:**

Gary Kaszynski  
Mike Parrish – Acting Chair  
Gene Wagner  
(Mike Brandt - Secretary to the Board)

**Excused Board Member:**

Denny Gibeson  
Sean English – Treasurer

**Department members present**

Chief Eugene Farmer  
Ric Scheffel  
Gordon Scott

**3) Call to Order:**

Meeting called to order at 6:00 PM by Acting Board Chair Mike Parrish.

**4) Approval of Agenda:**

Mr. Wagner moved to approve the agenda as published, second by Mr. Kaszynski; motion carried.

**5) Approval of Minutes**

Motion to approve the minutes from the 2019.12.05 meeting by Mr. Kaszynski, second by Mr. Wagner; motion carried.

**6) Director's Chief's and Committee Reports**

a. Treasurer's Report:

Treasurer's report is available at [www.guffeyfire.net](http://www.guffeyfire.net)

No extraordinary items to report this month.

The following requests for payment have been received and require Board approval. Mr. Wagner moves to approve these 6 items, totaling \$5,307.24, second by Mr. Parrish; motion carried.

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S.P.C.F.P.D. Mission Statement:

The Mission of the Southern Park County Fire Protection District is to provide fire protection and emergency rescue operations within its 240 square mile district boundaries; encourage fire and human caused disaster prevention through community education; ensure the existence of a properly trained team of primarily volunteer firefighters who are able to, and motivated to, respond professionally and work safely; acquire and maintain the necessary equipment; and provide mutual aid to neighboring fire and emergency services departments, as requested.

Payment to:	Amount:	For:
Toussaint & Coty	\$834.00	Election
Toussaint & Coty	\$713.50	Legal consultation
Road & Bridge	\$796.11	Fuel
Visa	\$577.36	Fire chief card
Boundtree	\$760.07	Medical Supplies
Chief Farmer	\$1,626.20	Reimbursement for Repairs to Med 9-1 he paid on his personal credit card.

b. Regulatory Matters

No Later than January 15<sup>th</sup>, Submit Transparency Notice to DOLA and post of Districts Website. (this has been completed).

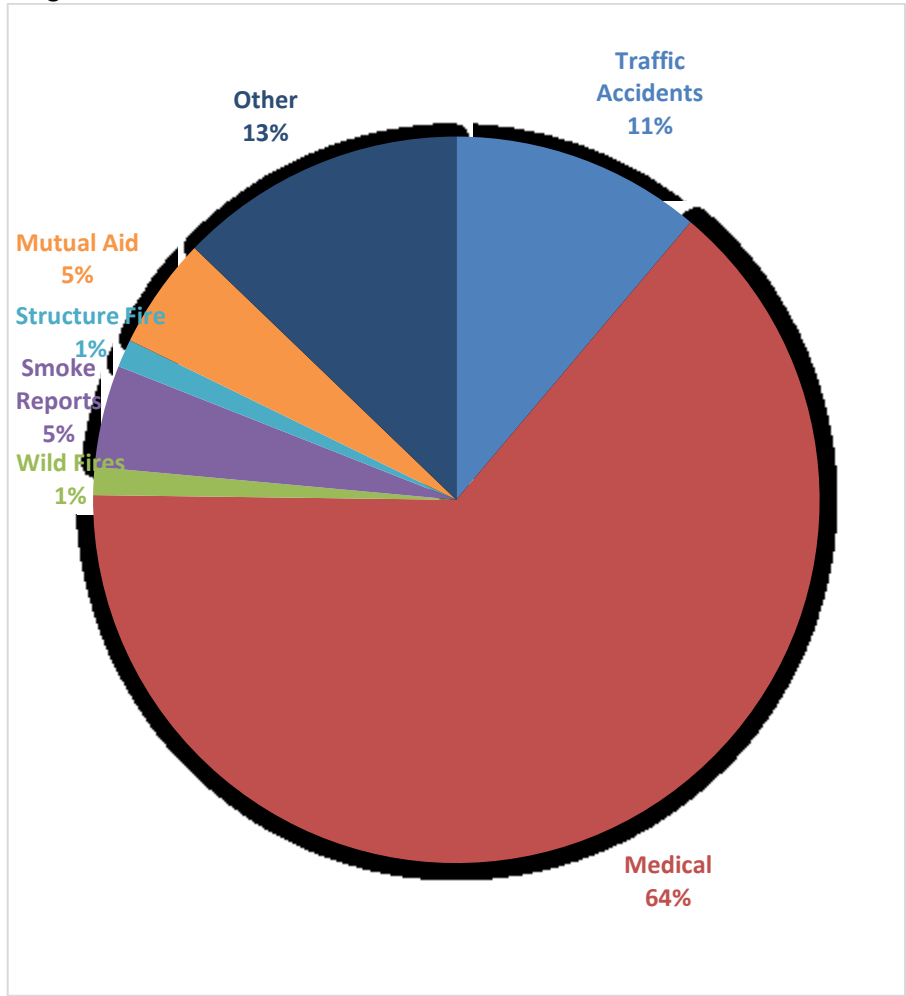
Certified copy of the budget and the budget message must be submitted to DOLA (completed).

Map of district boundaries must be submitted to DOLA (Chief Farmer to check on its transmittal).

c. Chief's Report

Incident responses

	Month	Year to Date	% of calls
Traffic Accidents	2	27	11%
Medical	16	154	64%
Wildfires	0	3	1%
Smoke Reports	0	11	5%
Structure Fire	2	3	1 %
Mutual Aid	0	12	5%
Other	5	31	13%
<b>Total Calls</b>	<b>25</b>	<b>242</b>	



**Water usage:** kitchen: 1531 gal.; maint & training 522 gal.; fire suppression 400 gal. The District is allowed one acre-foot per year for non-fire suppression activities and only used 1/3<sup>rd</sup> of that amount in 2019.

Summary:

1. Equipment status.
  - a. Med 9-3 bumper
  - b. Med 9-1 electrical issue – will be sent to Colorado Springs for analysis
  - c. Med 9-3 110 ac power – not designed for 110V power when underway.
  - d. Med 9-1 repairs \$1626.20 – oil leaks, oil pump, thermostat, fuel leaks.
  - e. Command 9-1 tires – estimate \$864.96. Mr. Parrish moved to authorize new tires with not to exceed \$1,000.00, second by Mr. Kaszynski, notion carried.
2. Personnel status: 23 on roster, 18 are active.
3. Training
  - a. 1 finished EMT school waiting NREMT test
  - b. 3 in AEMT class.
4. Grants update: 2 have opened up, received ½ back from the state for the ADD and iPads, still waiting for the payment for the cot.
5. Water storage update – county hasn't yet approved crossing the right of way for the proposed hydrant.
6. Working on contractor to replace door and lock station 1
7. Medical Director

d. Auxiliary Report – Received a donation for \$3,000.

## **7) New Business**

Plans for 2020 – items not completed for 2019 were policy and procedures not yet addressed.

- Policies and procedures as well as volunteer code of ethics and core values have been under development by Mr. English and Chief Farmer. Mr. English is trying to establish a policy manual combined with an “employee handbook”.
- Backlog of admin boxes is also being addressed. Required documentation – digitize and declutter old records. Goal is to complete this by mid-year.
- Facility use policy is not yet completed. Assigned to English/Farmer.
- Chief Farmer will report monthly on progress as part of the Chief’s report.
- Mr. Parrish will determine what record retention policies are established by DOLA, State and medical director.
- Department newsletter – Mr. Scheffel will make recommendations for the next meeting.

## **8) Old Business**

CIP – Capital improvement plan has been established by Mr. Kaszynski. First priority was to control water intrusion into the buildings (grading, concrete repair, gutters) and complete exterior finish work. Electrical work is needed to upgrade each station.

Board would like to have the chief prioritize the list. Chief Farmer would like the Board to vet and select vendors for higher cost items. Mr. Kaszynski will work with coordination of vendors, bids and selection.

Vehicle repair and acquisition may drive how money is allocated.

Mr. Kaszynski moves to pay Bill Stanley \$400.00 for electrical consulting. Second by Mr. Wagner, motion carried.

Chief Farmer will pick his top 5 priorities for the next meeting.

## **9) Public Input**

### **10) Executive Session for investigation Matters**

Mr. Parrish moved to adjourn and move into executive session for the discussion of personnel matters involving the chief pursuant to CRS Section 24-6-402-4(d), second by Mr. Kaszynski, motion carried. Meeting adjourned to executive session at 07:45 PM.

### **11) Reconvened meeting at 09:50 p.m.**

### **12) Adjourn meeting:** Meeting adjourned at 09:51 p.m. by Acting Chairman Parrish.