

Southern Park County Fire Protection District
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Board of Directors
Sean English, Board Chair
Mike Brandt, Secretary/Treasurer
Louis Fesmire III, Director
Mike Parrish, Director
Mike Smith, Director

Special Board of Directors Meeting 2026.02.11

1) Introduction of Visitors

Elaine Campbell

Elizabeth Rogers

Ernie Cox

2) Attendees:

Board members present:

Sean English – Chair

Mike Brandt – Secretary & Treasurer

Louis Fesmire III

Mike Parrish

Mike Smith

Department members present:

Chief Aric Stahly.

Captain Aaron Mandel

Darrick Landrum

Kurt Nevergold

Rebecca Killam

3) Call to Order: Meeting called to order at 3:00 PM by Board Chair Sean English.

4) Approval of Agenda: Mr. Brandt moved to approve the agenda as published, second by Mr. English; motion carried.

5) Approval of Minutes: Motion to approve the minutes from the 2026.02.04 meeting by Mr. English, second by Mr. Brandt; motion carried.

6) New Business

Medical Officer contract – discussed and amended in the meeting. Mr. English moved to offer the contract as amended during discussion, second by Mr. Smith. Motion carried. Mr. Landrum is reviewing the contract and will offer any corrections/amendments desired to the contract and job description.

Deputy Chief contract – personnel file from past service is incomplete. Mr. English wishes to review or search further for the missing information. Evaluation from the Aug-Sep 2025 time frame is missing as well as evaluations from previous chief.

Documents sent for contract review (Job Description – Deputy Chief, Proposed contract, and previous job description that was extended for used during the December board meeting) included the version of the Paid Captain – Probationary work description that was not modified to remove permission for the Captain to deploy for wildfire service. This was removed from the version approved at the 2025 meeting. A Copy of the marked up Paid Captain – Probationary description from 2025 was printed out and handed to the Board chair. [See attachment 1](#)

The completion of this contract package will be discussed again at the next meeting.

Bylaws: a package of the department bylaws was handed out by Mr. English. Policies and bylaws need to be updated. Review and redline.

7) Public Input

What is difference between captain, deputy chief, and chief? How do these distinctions affect the operation and what it being planned. –

What is the plan going forward for prescribed fire burns or chipping? A fuels program existed in the 2010s to run burn piles. The State required clean air permits to do prescribed burns.

Personnel change dropped the program. Captain Mandel thought there was a paper trail to get coverage by legal to get appropriate agreements to cover the homeowner and the department.

8) Billing company sent resident a bill for out-of-pocket expense. Intent of the mill rate increase was to preclude this. Mr. English moves to forgive an invoice 25-67786 of \$315.00, second by Mr. Brandt; Motion carried.

9) Adjourn meeting: Meeting adjourned at 4:22 p.m. by Chairman English.

Attachment 1: Paid Captain Probationary Position



SPCFPD Paid Captain Probationary Position

Job Description – March 2025

The Southern Park County Fire protection district is located in the southeast region of Park County, Colorado, encompassing approximately 242 square miles bordering Teller and Fremont counties. The fire department is an all-hazard response agency, and also a BLS transportation agency. Situated in a rural/frontier setting, the topography of the district includes mountains, ranches, public lands, and under-developed roads. There are 3 total stations that house apparatus, with the main station (#1) located in the town of Guffey, CO. This station is manned from the hours of 9am-6pm 363 days per calendar year. SPCFPD is dispatched to approximately 150 emergency incidents per calendar year.

Purpose: The purpose of this document is to define the role of the paid captain position for the Southern Park County Fire Protection District. This is a temporary position; upon satisfactory reviews at 90 and 180 days, the candidate will be named Deputy Chief of the Southern Park County Fire Protection District, which will carry a separate job description. The new job description will be defined in collaboration between the candidate and the fire chief. During the initial 180-day probationary period, employment may be terminated by employee or fire chief for any reason.

Description: This position has been created to provide stronger district coverage for emergency response. The paid captain will assist the fire chief in administration of duties: recruiting, training, equipping, supervising, and retaining the volunteer crew. The paid Captain will report directly to the fire chief, working in conjunction with the SPCFPD Medical Captain. The paid Captain will maintain the qualifications required in order to supervise the volunteer crew on all emergency response while the fire chief is off duty. Specific duties will be delegated by the fire chief directly, and shall be defined in a manner that is tangible and measurable for performance review purposes.

Qualifications: The paid captain must maintain and/or obtain the following Colorado State and National certifications (time period to be determined between chief and successful candidate):

1. Firefighter I / Hazmat Awareness and Operations or equivalent experience
2. Fire Instructor I / M-410 certification preferred
3. NWCG FFT2 (red card) minimum; single-resource boss preferred
4. NREMT and Colorado State EMT-B
5. Captain must be a resident of the SPCFPD, or within reasonable responding distance from the district border.
6. Firefighting and emergency medicine are occupations that include strenuous physical activity. Candidate shall maintain a level of physical fitness that is sufficient for the tasks required.
7. The candidate will lead the crew by example; adhering to the firefighter code of conduct and volunteer oath as defined in the SPCFPD standard operating guidelines, with due regard for the safety of the crew and general public.
8. Candidate will maintain a valid Colorado driver's license.

Compensation:

- Annual Salary of \$50,000.
- Upon successful completion of 180-day probationary period and 180 days of regular duty, candidate will be offered medical insurance.

- Candidate shall participate in the Fire and Police Pension Association of Colorado.
- Candidate will be offered a command vehicle; a light duty pickup truck equipped for emergency response. This truck will be available for the candidate to use for out-of-district assignments.
- Candidate shall be provided with a credit card for purchases and expenses authorized by the fire chief. This may include travel expenses for training, conferences, and deployment to wildland fire.
- 10 days of paid vacation time if deployed for wildland fire less than 50 days per calendar year; 5 days paid leave if deployed more than 50 days.

Specific Duties: The primary duty of this position is to assist the fire chief with administration of duties: recruiting, training, equipping, supervising, and retaining the volunteer crew. The delegation of these efforts will be discussed and assigned per agreement with the fire chief. Some specific duties will include:

- Establish and maintain IROC, IQS, and CRRF agreements / records as they pertain to interagency operability
- Create (in collaboration with chief) district policies and guidelines pertaining to out-of-district deployment, and establish a cooperative wildland fire deployment program.
- Establishing a training program for the volunteer crew, and developing an officer training program in collaboration with the fire chief
- Complete and submit wildland fire billing
- Complete fire and medical reporting in a timely manner on all incidents as assigned by the fire chief, or assign and assist the volunteer crew in accurate and timely incident reports and narratives
- Establish and assist chief with apparatus inspections and scheduling repair and maintenance service
- Ensure that all emergency responses are conducted according to standard practice in the industry and according to department standards, and NIMS/ICS national standards.
- The work week for this position will include 3 regular 24-hour duty days, and 2 24-hour days available from home to respond to any emergency dispatches. The days of the week will change according to scheduling needs and per agreement with the chief.
- Candidate will be expected to provide leadership and district coverage in the absence of the chief (vacation, meetings out of district, etc)
- Other duties as required

~~Wildland Fire Deployment:~~

~~————— In order to maintain NWCC certifications, the paid captain shall be encouraged to deploy to interagency requests for mutual aid both in-state and nationally. The paid captain will be compensated by the department with regular salary while deployed. The paid captain will be limited to ~60 days of deployment per calendar year, not to exceed 65 days total.~~