



SOUTHERN PARK COUNTY FIRE PROTECTION DISTRICT

Guffey, Colorado • Established 1987

1745 County Road 102, Guffey, CO 80820 • (719) 689-9479 • www.guffeyfire.net

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POLICY NO. 100-1.02

MISSION, VISION, VALUES AND CODE OF ETHICS

Southern Park County Fire Protection District • Series 100 — Introduction, Mission & Authority

Policy Number:	100-1.02	Document Number:	20260408_ADMIN_100-1.02_MissionCoreValuesEthics_DRAFT-v0.5
Effective Date:	April 8, 2026	Adopted:	April 8, 2026
Reviewed / Revised:	—	Next Review:	Annual — Q1 each year
Approved By:	Board of Directors, SPCFPD	Classification:	PUBLIC POLICY DOCUMENT
Supersedes:	Legacy Policy #010 (Rules of Conduct, 2007) — as to the organizational mission statement and district-wide code of ethics. Board conduct standards from Policy #010 are separately addressed in BAM v0.8, Chapter 2. See also: SOG 110 (Statement, 2014) and SOG 130 (Core Values, 2014) — those SOGs remain in effect as operational expressions of this policy.		
Cross-References:	Policy 100-1.01 (§§ 1, 4) • Policy 100-1.06 (Amendment & Annual Review) • Policy 100-1.07 (Three-Manual System) • Policy 200-2.01 (Code of Ethics — Conduct Standards) • BAM v0.8 (Chapter 2 — Director Duties & Ethics) • SOG 120 (Code of Ethics — Operational) • SOG 130 (Core Values) • C.R.S. § 32-1-1001 • C.R.S. § 24-18-101 et seq. (Colorado Government Ethics Act)		

1. PURPOSE

This policy serves four distinct but interdependent purposes. First, it formally adopts the Mission Statement of the Board of Directors — the authoritative statement of the Board’s governance role and commitment to the District. Second, it formally adopts the Vision Statement of the Board of Directors — the long-range aspirational statement of what strong Board leadership will achieve for the District and community. Third, it formally adopts the Board’s Values Statement — the six governing principles that define the Board’s character and guide its conduct. Fourth, it establishes the organizational Code of Ethics — the enforceable conduct standards that apply to every person associated with the District in any capacity.



Relationship to other policies. This policy is foundational to the Policy Manual as a whole. Every policy in the Manual shall be interpreted and applied in a manner consistent with the Mission Statement in § 3 and the Core Values in § 4. The conduct standards in § 5 (Code of Ethics) are the organizational baseline — specific, enforceable conduct rules for each audience (Directors, staff, volunteers, contractors) are established in subsequent policies, particularly Policy 200-2.01 (Organizational Code of Ethics and Standards of Conduct) and BAM v0.8, Chapter 2.

2. SCOPE AND APPLICATION

This policy applies to all persons associated with the Southern Park County Fire Protection District, including: all members of the Board of Directors; the District Chief, Deputy Chief, and all paid District employees; all volunteer firefighters, medical volunteers, reserve members, and auxiliary members; and contractors and agents acting on behalf of the District to the extent specified in individual contracts or agreements.

Geographic scope. This policy and the conduct standards it establishes apply to all activities carried out on behalf of the District, whether occurring within or outside the District’s 242-square-mile service area, including mutual aid operations, out-of-district deployments, training activities, and official Board functions.

3. BOARD MISSION, VISION AND VALUES

The following Mission Statement, Vision Statement, and Values Statement are hereby formally adopted as the official statements of the Board of Directors of the Southern Park County Fire Protection District. The Mission Statement describes the Board’s governance role. The Vision Statement describes the long-range outcome of strong Board leadership. The Values Statement establishes the six principles that govern the Board’s conduct and decisions. Where a provision of this Manual is ambiguous, it shall be interpreted in the manner most consistent with these statements.

BOARD OF DIRECTORS — MISSION STATEMENT

Dedicated to the citizens of Southern Park County, the Board of Directors provides visionary leadership and accountable governance for the Southern Park County Fire Protection District. We ensure financial sustainability, policy oversight, community engagement, and the provision of necessary resources so our dedicated members can deliver prompt, professional fire protection, rescue, and emergency medical services in our remote and challenging terrain.

BOARD OF DIRECTORS — VISION STATEMENT

A thriving Southern Park County Fire Protection District where strong board leadership, prudent resource management, and active community partnerships ensure resilient emergency services, empowered volunteers and staff, and unwavering public confidence in our ability to safeguard our remote high-country communities against all hazards.



BOARD OF DIRECTORS — VALUES STATEMENT

- **Integrity** Upholding the highest ethical standards in governance and public service.
- **Fiscal Responsibility** Prudently safeguarding and allocating resources to support effective operations without waste.
- **Transparency** Maintaining open, honest communication with our community and stakeholders.
- **Support for Responders** Investing in the safety, training, and well-being of our dedicated volunteer and paid members.
- **Community Resilience** Committing to the long-term protection and preparedness of our remote mountain communities.
- **Respect** Treating all individuals—residents, visitors, and team members—with dignity and fairness.

Adopted by Board Resolution • Pending Board adoption • SPCFPD Board of Directors

The Mission Statement, Vision Statement, and Values Statement shall be posted prominently at Station 1 and on the District website (www.guffeyfire.net) within thirty (30) calendar days of adoption. They shall be incorporated into orientation materials for all newly elected, appointed, or hired personnel.

4. DISTRICT CORE VALUES — ALL PERSONNEL

The following eight Core Values are hereby formally adopted as the fundamental operational principles that define the Southern Park County Fire Protection District as an organization and that apply to all personnel — Directors, paid staff, and volunteers — regardless of role or classification. These values are not aspirational wishes — they are the adopted standards by which the District holds itself and every one of its members accountable. Note: The Board’s Values Statement in § 3 establishes six governance-specific values applicable to Directors in their Board governance role. These eight operational Core Values apply to all District personnel including Directors in their conduct as members of the District.

CORE VALUE	IN BRIEF	WE DECLARE —
Integrity	The commitment to honesty, transparency, and ethical conduct in all actions.	We will maintain the highest ethical standards and act with sincerity, honesty, and openness. We will strive to earn the trust and respect of our peers and the citizens we serve. We will be truthful in all our actions and our words.
Compassion	Delivering service with empathy, dignity, and	We will deliver service with courtesy and sensitivity. We will treat others with dignity and respect. We will be concerned about the individual’s welfare and strive to provide the highest quality of care and service in every interaction.



	genuine care for others.	
Dedication	Committed pursuit of excellence and continuous improvement in service to our community.	We will provide high quality service to our citizens. We will be responsive to new ideas and bring innovative approaches to meet the future needs of our community. We will dedicate ourselves to achieving the highest standards of fire protection and emergency medical service.
Commitment	A sense of duty that places the needs of the community above personal convenience.	Our organization is driven by a sense of duty and desire to serve. We will show this commitment by responding to our community's emergencies, even when it is difficult and demanding. We will honor our obligations to our community, to each other, and to the profession.
Teamwork	Collaborative effort, mutual trust, and shared purpose among all District members.	We will work together to solve problems. We will seek out other opinions and strive for unity. We recognize that our strength as a District comes from the collaborative effort of all our members — paid, volunteer, and Board — working toward a common mission.
Leadership	Leading by example at every level, regardless of rank or role.	We will lead by example and strive to exhibit confidence, integrity, and professionalism. We will empower every member of the organization to be actively involved regardless of rank or role. Leadership is not a title — it is a standard of conduct.
Respect	Treating every person with dignity — fellow members, the public, and ourselves.	We will respect ourselves, our team members, our department, and our officers both on scene and while engaged in any District activity or representing the District in any capacity. We will respect our community and the trust they place in us every day. We will not tolerate harassment, discrimination, or disrespectful conduct in any form.
Professional Development	The ongoing pursuit of knowledge, competence, and growth throughout a member's service.	We will strive to be the best we can be in our profession. We will pursue training and continual education both collectively and individually. We recognize that maintaining our competence protects not only the public we serve, but our fellow members on every call.

The Core Values shall be incorporated into: all member orientation and onboarding materials; annual training curricula; performance evaluations for paid staff; and member recognition programs. The District Chief is responsible for ensuring that the Core Values are actively applied in the life of the organization and are not merely a written statement. Officers and line officers shall model the Core Values in all leadership decisions.



5. ORGANIZATIONAL CODE OF ETHICS

Every person associated with the Southern Park County Fire Protection District — regardless of role, rank, length of service, or paid or volunteer status — is bound by the following Code of Ethics. As used in this Code of Ethics, “member” means any person associated with the District in their District capacity, including Directors, paid Staff, active volunteers, reserves, and Auxiliary members when acting in an Auxiliary role. This Code governs conduct in each person’s District capacity, consistent with the scope limitation in Policy 100-1.01 § 2. This Code reflects both the Core Values in § 4 and the District’s obligations under the Colorado Government Ethics Act (C.R.S. § 24-18-101 et seq.), the Colorado Special District Act (C.R.S. Title 32, Article 1), and federal and state employment law.

5.1 Public Trust. Every member of this District holds a position of public trust. The community of southern Park County entrusts this District with the protection of lives, property, and the environment. That trust is the foundation of our authority and the source of our obligation. Every action taken on behalf of the District shall be taken in furtherance of that trust, not in furtherance of personal interest, political advantage, or the interests of any individual, group, or faction.

5.2 Honesty and Truthfulness. No member shall knowingly make a false statement in any official District communication, record, report, application, log, or testimony. No member shall omit material information from any such communication where the omission would create a misleading impression. This obligation applies to incident reports, personnel records, financial records, official correspondence, and statements to regulatory authorities.

5.3 Conflict of Interest. No member shall use their position with the District to advance personal, financial, or familial interests at the expense of the District or the public it serves. Where a member has or may have a conflict of interest with respect to any District matter, they shall disclose that conflict promptly and, where required by law or policy, recuse themselves from participation. This obligation is in addition to the more specific requirements of BAM v0.8 §§ 2.2 (Directors) and Policy 200-2.01 (all personnel).

5.4 Use of District Resources. District apparatus, equipment, facilities, vehicles, funds, personnel, and the District’s name and insignia shall be used exclusively for District purposes and shall not be used for personal benefit, private gain, or political purposes. Incidental personal use of District facilities as expressly permitted by District policy does not violate this section.

5.5 Respect and Non-Discrimination. Every member shall treat all persons — fellow members, the public, patients, mutual aid partners, and District contractors — with dignity and respect, without regard to race, color, religion, national origin, sex, sexual orientation, gender identity, disability, age, or any other characteristic protected by applicable law. Harassment, discrimination, intimidation, and retaliation are prohibited in all District activities and are grounds for disciplinary action up to and including removal.

5.6 Safety of Personnel. No member shall knowingly take action that unreasonably endangers the safety of a fellow member, a patient, or a member of the public. Every member has the affirmative duty to report unsafe conditions, equipment failures, and practices that create unnecessary risk, and to refuse any assignment that requires violation of established safety standards. No member shall be subject to retaliation for good-faith safety reporting.

5.7 Confidentiality. Members who, by virtue of their position, receive confidential information — including executive session deliberations, personnel matters, patient information, attorney-client privileged communications, and sensitive operational details — shall maintain that confidentiality and shall not disclose such information except as required by law, court order, or the express authorization of the Board or District Chief.

5.8 Compliance with Law and Policy. Every member shall conduct themselves in compliance with applicable federal and Colorado law, the District Bylaws, the BAM, this Policy Manual, and the SOG Manual. Ignorance of a governing document is not a defense against a finding of violation. Members are responsible for knowing the policies and guidelines that apply to their role.

5.9 Reporting Violations. Any member who has reasonable grounds to believe that a violation of this Code of Ethics, or of any District policy or applicable law, in connection with the member’s activities,



duties, or responsibilities as a member of the District, has occurred or is occurring shall report that belief to their immediate supervisor, the District Chief, or — where the matter involves the District Chief — to the Board Chair. Retaliation against a member who makes a good-faith ethics report is prohibited and is itself grounds for disciplinary action.

Note. The Code of Ethics in § 5 establishes the organizational baseline. Specific, enforceable conduct rules — including progressive discipline procedures, grounds for removal, and the investigation process for ethics complaints — are established in Policy 200-2.01 (Organizational Code of Ethics and Standards of Conduct) and BAM v0.8, Chapter 2 (Directors). Policy 200-2.01 cites this policy as its foundation and must be read together with it.

6. IMPLEMENTATION AND DISTRIBUTION

- a. **Effective Date.** This policy takes effect upon adoption by the Board of Directors on Pending Board adoption.
- b. **Posting.** The Mission Statement, Vision Statement, and Values Statement shall be posted at Station 1 and on the District website within thirty (30) days of adoption. The complete policy shall be posted on the District website in the public policy section within thirty (30) days of adoption and maintained as a current version thereafter.
- c. **Distribution.** This policy shall be distributed to all Board members, the District Chief, all paid staff, and all active volunteer members within thirty (30) days of adoption. It shall be incorporated into orientation materials for all new personnel.

Until Policy 300-3.24 is formally adopted, the District Chief shall present a proposed interim acknowledgment procedure to the Board for adoption as an interim resolution. No acknowledgment requirement binding on District personnel shall take effect without Board approval.

- e. **Annual Review.** This policy shall be reviewed annually as part of the Q1 annual review cycle established by Policy 100-1.06. The Mission Statement and Core Values shall not be amended informally. Any proposed amendment requires a Board resolution per Policy 100-1.06 § 5.

7. SEVERABILITY

If any provision of this policy is held to be invalid or unenforceable, the remaining provisions shall continue in full force and effect.

PASSAGE AND ADOPTION.

PASSED, APPROVED, AND ADOPTED by the Board of Directors of the Southern Park County Fire Protection District at a duly noticed regular meeting of the Board held on Pending Board adoption, by the following vote:

Director	AYE	NAY	ABSTAIN
Sean English (Board Chair)	AYE		
Mike Brandt (Secretary/Treasurer)	AYE		
Mike Parrish	AYE		
Mike Smith	AYE		
Jennifer Taylor	AYE		

ORIGINALS WITH SIGNATURES AVAILABLE AT STATION 1



ATTESTATION.

IN WITNESS WHEREOF, the undersigned, being the duly authorized officers of the Board of Directors of the Southern Park County Fire Protection District, hereby attest to the adoption of this policy.

Sean English

Board Chair — Board of Directors, SPCFPD

Date: April 8, 2026

Mike Brandt

Secretary/Treasurer — Board of Directors, SPCFPD

Date: April 8, 2026

Mike Parrish

Board Member — Board of Directors, SPCFPD

Date: April 8, 2026

Mike Smith

Board Member — Board of Directors, SPCFPD

Date: April 8, 2026

Jennifer Taylor

Board Member — Board of Directors, SPCFPD

Date: April 8, 2026

CERTIFICATION.

I, Mike Brandt, Secretary/Treasurer of the Board of Directors of the Southern Park County Fire Protection District, Park County, Colorado, hereby certify that the foregoing is a true and correct copy of Policy 100-1.02 duly adopted by the Board of Directors at a regular public meeting held on Pending Board adoption, at which a quorum was present and acting throughout.

Mike Brandt

Secretary/Treasurer — Southern Park County Fire Protection District

Date: April 8, 2026

**Document Revision History**

Document: 20260408_ADMIN_100-1.02_MissionCoreValuesEthics_DRAFT-v0.5 Policy: 100-1.02 — MISSION, VISION, VALUES AND CODE OF ETHICS

Ver.	Date	Author	Changes
v0.1	April 8, 2026	Board of Directors	Initial adoption. Formally adopts the District mission statement and the eight Core Values (Integrity, Compassion, Dedication, Commitment, Teamwork, Leadership, Respect, Professional Development). Establishes the organizational Code of Ethics applicable to all personnel. Supersedes legacy Policy #010 (2007) as to the mission statement and district-wide ethics provisions. SOGs 110 and 130 remain in effect as the operational expression of this policy. ADOPTED Pending Board adoption.
v0.2	April 8, 2026	Board of Directors	Amendment. § 3 (Official Mission Statement) replaced and expanded with three formally adopted statements: (1) Board of Directors Mission Statement — governance role, financial sustainability, policy oversight, community engagement, and resource provision; (2) Board of Directors Vision Statement — long-range outcome of strong Board leadership; (3) Board of Directors Values Statement — six governing principles (Integrity, Fiscal Responsibility, Transparency, Support for Responders, Community Resilience, Respect). § 3 heading updated to “Board Mission, Vision and Values.” § 4 heading updated to “District Core Values — All Personnel” with clarifying note distinguishing Board governance values from operational values applicable to all personnel. Policy title updated to “Mission, Vision, Values and Code of Ethics.” File renamed to DRAFT-v1.1 per Policy 100-1.05 status convention.
v0.3	April 8, 2026	Board of Directors	Four targeted amendments per 100-series policy review. (1) Item 1: § 5.8 amended — added “in connection with their role, duties, and activities as a member of the District” and clarifying sentence that provision does not govern purely personal conduct. (2) Item 2: Core Value — Respect: replaced “both on scene and off” with “and while engaged in any District activity or representing the District in any capacity.” (3) Item 5: § 5.9 amended — narrowed reporting obligation to violations “in connection with the member’s activities, duties, or responsibilities as a member of the District.” (4) Item 7: Added Member definition to § 5 Code of Ethics preamble clarifying that “member” means any person in their District capacity, and cross-referencing the § 2 scope limitation.
v0.4	Pending Board adoption	Board of Directors	Amendment 8 of 10 (District Chief authority realignment). § 5(d): Removed District Chief’s unilateral authority to implement an interim acknowledgment procedure pending adoption of Policy 300-3.24. Replaced with requirement that Chief PRESENT a proposed interim acknowledgment procedure to the Board for adoption as an interim resolution. No acknowledgment requirement binding on District personnel takes effect without Board approval. Consistent with Board’s exclusive authority to adopt and amend policies per Policy 100-1.01 § 8.
v0.5	Pending Board adoption	Board of Directors	BAM version reference update. All references to “BAM v1.3” in policy body text, cross-references, and closing interpretation blocks updated to “BAM v0.8” to reflect the current authoritative BAM version. References in the version history table (which record what version was current at the time of each amendment) were not changed.
V1.0	April 8, 2026	Board of Directors	Formal adoption at Regular Board Meeting



This policy shall be interpreted consistently with: Policy 100-1.01 (§ 4 — Mission Statement placeholder); Policy 100-1.06 (Amendment and Annual Review); Policy 100-1.07 (Three-Manual System); Policy 200-2.01 (Organizational Code of Ethics and Standards of Conduct); BAM v0.8 (Chapter 2 — Director Duties & Ethics); SOG 120 (Code of Ethics — Operational Application); SOG 130 (Core Values); C.R.S. § 24-18-101 et seq. (Colorado Government Ethics Act); C.R.S. § 32-1-1001.

— END OF POLICY 100-1.02 —

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