

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

June 13, 2023

The regular meeting of the Pagosa Fire Protection District Board of Directors was held on Tuesday, June 13, 2023. This meeting was held at 165 N. Pagosa Blvd., Pagosa Springs, Colorado. These meetings are open to the public.

1. Call to Order

The June 13, 2023 meeting was called to order at 5:30 p.m. by Chairman Lattin.

Board Members in Attendance

LeRoy Lattin (Chairman), Ron Beckman (Vice-Chairman), Ryan Foster (Director) and Wayne Hooper (Director) were present. James Martin (Secretary/Treasurer) was absent.

Staff Present

Chief Randy Larson, Deputy Chief Macht and Business Manager Bliss were present.

2. Pledge of Allegiance

3. Public Comments

(None)

4. Regular Meeting Minutes – May 9, 2023

The minutes from the May 9, 2023 meeting were approved with a motion by Hooper, seconded by Beckman and passed unanimously.

5. Old Business

A. Chief Recruitment Process Update

Ms. Bliss reported the recruitment closing date was approaching on June 15. She advised 18 submittals were received at this time. Candidate packets would be available on Friday morning for the hiring committee. In addition, the officers would be meeting next week to make their recommendations.

B. Consideration on Support Truck

Chief Larson requested this item be tabled until the July meeting in order to explore more options. Wayne Hooper moved to table the support truck consideration until the next meeting. Ron Beckman seconded the motion and it carried unanimously.

New Business

A. Intergovernmental Agreement with the Town of Pagosa Springs

Chief Larson presented an IGA between the District and the Town of Pagosa Springs regarding Jurisdictional Fire Safety Services for consideration. Chief Larson advised Captain Robertson would tentatively resume inspections beginning July 1st.

Discussion took place regarding the appeal process and assuring the District would be properly represented in such an event. Ryan Foster moved to approve the IGA with the Town of Pagosa Springs as presented. Wayne Hooper seconded the motion and it carried unanimously.

B. Discussion regarding Airport Fire Suppression Agreement

Chief Larson inquired if the Board would like to investigate the fee structure for Airport Fire Suppression. Chief Larson advised fees have not changed since 2005. Currently, the District charges \$1020.00 annually for Airport Fire Suppression. The Board directed Chief Larson to research similar airport agreements and report findings at the next meeting. Wayne Hooper moved to table the Airport Fire Suppression Agreement discussion until the next meeting. Ron Beckman seconded the motion and it carried unanimously.

C. Discussion Full-Time Volunteer Coordinator/CRR Position

Chief Larson reminded the Board, Cassandra Witt, part-time Community Risk Reduction Specialist had to step down the end of May. Chief Larson requested beginning the discussion regarding the possibility of hiring a full-time Volunteer Coordinator/CRR Position to help with recruitment and retention along with community relations. Chief Larson recognized Volunteer Firefighter Taylor Banks and advised Mr. Banks voluntarily agreed to temporarily take on this responsibility in the interim.

6. Reports:

A. Financial Report:

- Auditors were here in May and are on schedule to report their findings within the next few weeks
- Received the Draft reports from GRS Consulting for the January 1, 2023 actuarial valuation and the December 31, 2022 GASB 67 & 68
- May Property Tax Disbursement was received (\$256,956.80)
- Two (2) pending Single Resource Reimbursements through Fire Billing and the State (\$20,649.90)
- Four (4) Single Resource Reimbursements received (\$35,993.12)
- 10 Pending Out of District Claims with Fire Recovery, have received payment from four (4) claims to date (\$8599.76)

- Burn Permits to date: 589
- Plan Reviews to date: 10

B. Deputy Chief Report

- 2,071 Training Hours to Date
- 471 Service Calls to Date
- Firefighter Sam Prutsman received his CMC – Rope Rescue Technician I/II Certification
- Captain Will Clark was scheduled to be taking his Fire Officer 2 Examination on the 28th of June
- Two (2) Firefighters tested for FFII

C. Chief Report

- Bid requests went out for two (2) Tenders
- Landscaping currently in progress
- Mentorship Program in full swing
- 4th of July upcoming events, parade, BBQ, fireworks
- Cars Show
- Camp 911
- Apparatus update: Old Lady, E4, E91 & Service Truck
- Auxiliary restructuring, next meeting June 29th

7. Good of the Order

- Chief Larson advised he would be on vacation next week

8. Adjournment

There being no further business, the meeting was adjourned at 6:31 p.m.

Respectfully Submitted,


James Martin, Secretary/Treasurer

