

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

October 11, 2022

The regular meeting of the Pagosa Fire Protection District Board of Directors was held on Tuesday, October 11, 2022, being held at 5:30 p.m. This meeting was held at 165 N. Pagosa Blvd., Pagosa Springs, Colorado. These meetings are open to the public.

1. Call to Order

The October 11, 2022 meeting was called to order at 5:38 p.m. by LeRoy Lattin.

Board Members in Attendance

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

Staff Present

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

2. Public Comments

Chief Larson requested a ten (10) minute recess and presented the new apparatus to the Board.

Chairman Lattin recessed the regular meeting at 5:39 p.m.

Chairman Lattin reconvened the regular meeting at 5:49 p.m.

3. Regular Meeting Minutes - September 13, 2022

The minutes from the September 13, 2022 meeting were approved on a motion by Beckman, seconded by Martin and passed with Directors Foster and Hooper voting "Aye". Lattin abstained as he was not present at the previous meeting.

4. Old Business

A. Consideration of Resolution 220913A FAMILI Option

Chief Larson advised Resolution 220913A was tabled at the last meeting and has new information to present to the Board. Beckman moved to remove Resolution 220913A off the table, seconded by Lattin and passed unanimously.

LeRoy and Linda Lattin attended the SDA Conference and reported they participated in the FAMLI Breakout sessions and expressed their opposition to the program. They advised there are many unanswered concerns with the roll out.

Chief Larson presented the results from a survey extended to full-time district employees. The district at the time had 17 full-time employees of which 12 responded. The response was 100% supportive of the district to opt-out from participation. All respondents stated they received thorough information to make an informed decision.

Hooper moved to approve Resolution 220913A declining any and all employer participation in the Colorado Paid Family and Medical Leave Insurance Program, seconded by Martin and passed unanimously.

5. New Business

A. Presentation – Craig 1300

Mikaela Boehmer, Inspector, provided a presentation on Craig 1300 which is a data-informed community dashboard provided by the National Fire Protection Association (NFPA).

B. Operational Realignment

Deputy Chief Macht presented operational realignment changes to the Board. He highlighted the new Driver/Operator position and outlined promotional opportunities.

C. Consideration – Addition and Removal of Authorized Signers on Banking Accounts

Chief Larson requested changes to the Authorized Signers on the Bank Accounts due to the retirement of Executive Administrator Shirley Brinkmann. Hooper moved to approve, Business Manager, Tomi Bliss as an additional authorized signer to the banking accounts and to remove former, Executive Administrator, Shirley Brinkmann. Beckman seconded the motion and it passed unanimously.

D. Consideration – Policy Manual Revision Regarding Tobacco Use

Chief Larson reported the need to make a policy change in regards to Tobacco Use specifically clarifying the use of vaping materials and e-cigarettes. Beckman moved to modify the Policy and Procedure Manual as presented with Hooper seconded the motion and it passed unanimously.

E. Consideration – Health Reimbursement Agreement (HRA) Proposal

Chief Larson presented a proposal establishing a HRA benefit for all full-time employees. Chief Larson proposed to allocate \$1,000 per employee which would be available to off set the rising costs of healthcare. Discussion took place on the reimbursement process and the management of accounts. Hooper moved to approve the Health Reimbursement Agreement. Martin seconded the motion and it passed with Lattin, Hooper, Martin, and Foster voted “Aye” and Beckman abstained.

F. Consideration – Tuition Reimbursement Policy

Chief Larson presented the Tuition Reimbursement Policy for review. He expressed the need for educational opportunities. Discussion took place and directors were supportive of this benefit to employees and volunteers. Hooper moved to approve the Tuition Reimbursement Policy with grammatical changes. Foster seconded the motion and it carried unanimously.

G. 2023 Budget Proposal

Chief Larson presented the preliminary 2023 Budget. He highlighted the increase in wages. As previously reported, he implemented a cost-of-living increase of \$5,000 for each employee rather than a standard percentage. Chief Larson also reiterated the operational realignment adjustments are represented in the proposed budget. The budget will be presented at a public hearing next month.

Reports:

A. Financial Report: Tomi Bliss reported:

- September Property Taxes were received and Deposited
- Annual Airport Fees were received in the amount of \$1,020
- Donations were received in the amount of \$225.00
- Auxiliary received \$150 in donations
- One Out-of-District Claim was paid
- Wildland Reimbursements received to date was at \$19,910.87
- Burn Permits to date: 660

B. Deputy Chief Report

- 3,325 hours of training hours to date
- 1,105 service calls to date
- Hiring examinations took place, 2 positions are scheduled for on-boarding October 17

C. Chief Report

- Oracle update
- Pagers have been ordered
- Engine 6 update, no inquiries at this time

6. Good of the Order

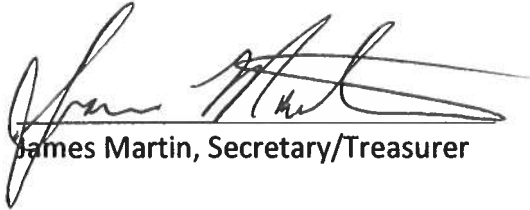
- Ron Beckman is one of the members on the Dispatch Manager Hiring Committee
- Fire Prevention Week – Community Risk Specialist, Cassandra Witt, performing presentations and receiving great feedback

- Department will be participating in Trunk-or-Treat, Halloween Hootenanny, Mesa Heights Area
- Fireworks

7. Adjournment

There being no further business, the meeting was adjourned at 7:49 p.m.

Respectfully Submitted,



James Martin, Secretary/Treasurer

DISTRICT SEAL

