

## GENESEE FIRE PROTECTION DISTRICT

Minutes of November 18, 2020

Board of Directors' Meeting

*via Zoom conference*

**Board Members in Attendance:** Nancy Balter, JP Brewer, Susan Eagle, Patti Harris, Scott Mefford

**Board Members Excused:** none

**Also Attending:** Chief Puffett, Neil Frame, Joe Auster, Bob Dalton, Christina Shea, John Crane, Guy Cascella

**Call to Order:** 18:01 by Scott Mefford

### **Minutes of Prior Meetings:**

- A motion was made, seconded, and approved unanimously, to accept the minutes of the October 21, 2020 Board meeting.

**Public Comment and Announcements:** none

### **Financial Reports**

- **Review of August Financials**
  - The October, 2020 financial report, presented by Christina Shea. A motion was made, seconded and approved unanimously to accept the financials as presented.
  - **2021 Budget Hearing.** The public budget hearing was convened at 18:10. Chief Puffett discussed some of the significant changes. There was no public comment. The hearing was adjourned at 18:22.

### **Reports of Officers, Committees, Professional Consultants**

- **Deputy Chief Neil Frame's Report**
  - Deputy Chief Frame introduced John Crane and Guy Cascella, members of the recruit class and congratulated them on passing Fire 1.
  - Call volume is ahead of last year at this time.
  - Events: All plans have been canceled due to COVID. There is discussion about planning an event in June, if circumstances permit, to celebrate the previous 2 recruit classes.
  - Recruiting: planning will begin in January.
  - Apparatus: Joe Auster reported that the repair of the fuel pump on Brush 954 was completed. Because the repair required taking a lot disassembling work, the turbochargers were also replaced while everything was apart. While on deployment, a discrepancy in the electrical system on 932 was noted. BME was very responsive and sent parts to fix it.
  - Facilities: A new power line was run outside.
  - Medical: Talks are underway to plan a training that will follow what happens from initial tone to the ambulance arriving.
  - Training: All recruits passed Fire 1. Hazmat training is about to start.

### **Old Business**

- **Rotary Wildfire Ready**
  - Nancy Balter reported that the Safety committee is continuing to look at CodeRed and emergency response and hopes to have the Emergency Manager for Larimar County speak to them about best practices based on their experience with fires this year.
  - The Education Committee is planning monthly educational presentations.
- **Community Wildfire Protection Plan Update**
  - Scott Mefford and Nancy Balter reported on progress to date. A detailed progress report was received that indicates that Forest Guild is on track to deliver a draft CWPP in December. Chief Puffett will try to schedule

a Zoom call so the core group can discuss the progress in more detail to assure that the final product will meet our expectations.

▪ **Website Update**

- The members only portion of the new website is working well.
- There has been a good response to the Adopt a Hydrant program although it is not always easy to find your neighborhood hydrant. Chief Puffett will include something on the website that tells an interested person to email if they need help identifying their hydrant.

▪ **COVID-19 Update**

- The department continues with Phase 2 precautions and is following State mandates. Jeffco is working on a vaccine distribution system. There was discussion about how to handle firefighters who decline to be vaccinated.

**New Business**

▪ **FEMA BRIC Capacity Building Grant**

- Chief Puffett explained that Jefferson County is planning to submit a grant that requires a commitment for matching funds as well as in-kind donation of time. Fire districts in Jeffco have been asked to consider contributing. Chief Puffett and Chief Babcock will contribute time in 2021. The commitment of money (Chief Puffett suggests \$10,000) would be made in 2022 and will be considered as part of the 2022 budget discussion.

▪ **Wildland Specialist Position**

- Dorie Dalton has been hired as the wildland specialist. She will begin part-time in January and will be full-time once her teaching obligations finish.

The Board meeting was suspended at 19:23 in order to accommodate guests at the Pension Board meeting. It was reconvened at 21:02.

▪ **Disaster Declaration**

- A motion was made, seconded, and approved unanimously, to approve the continuation of the disaster resolution, RESOLUTION NO. 2020-0324-01, for one month.

The Board meeting was suspended at 9:04 for an executive session.

**Executive Session. 24-6-402(4)(f), C.R.S., Personnel matters, Fire Chief Annual review.**

- A motion was made, seconded and approved unanimously to enter Executive Session to discuss personnel issues, specifically the review and process and compensation. As this executive session involves a personnel matter, the employee involved has been given an opportunity to require that this discussion be conducted in public, and the employee has indicated that he/she wishes for this discussion to occur in private.
- Session was called to order at 9:04.
- Session was adjourned at 9:37.

The Board meeting was reconvened at 9:37

- A motion was made, seconded, and approved to increase Chief Puffett's salary 's beginning 1/1/21, such increase to be reflected in the 2021 budget to be published in final form and approved in December. The decision was based upon a consensus that the Chief has met and/or exceeded goals for this year, and addressed the unique issues faced during 2020.

**There being no further business, the Board meeting was adjourned at 19:40 hours.**