

GRAND VALLEY FIRE PROTECTION DISTRICT  
MINUTES REGULAR BOARD MEETING JANUARY 18, 2017, 9:00am  
Battlement Mesa Fire Station  
0124 Stone Quarry Rd. Parachute, CO 81635

Attendance: Fire District Board of Directors  
Bill Nelson (5/2018, 2nd Term) Keith Lammey (5/2020, 2nd Term)  
Kevin Whelan (5/2020, 2nd Term) Michelle Foster (5/2018, 1<sup>st</sup> Term)  
Ted Anderson (5/2018, 2nd Term)

Absent: None

Staff: David Blair, Fire Chief Rob Ferguson, Deputy Fire Chief  
Kim Reeves, Administrative Specialist Chris Jackson, Lieutenant

Public: None

President Whelan called the meeting to order at 9:01 a.m.

### MINUTES

Minutes from the November 02, 2016 Special Board Meeting were presented and reviewed. Lammey moved to approve the minutes. Seconded by Nelson. All approved.

Minutes from the November 16, 2016 Regular Board Meeting were presented and reviewed. Foster moved to approve the minutes. Seconded by Lammey. All approved.

Minutes from the December 07, 2016 Special Board Meeting were presented and reviewed. Nelson moved to approve the minutes. Seconded by Lammey. All approved.

### FINANCIAL REPORT

Financial reports for November 2016 were reviewed and discussed. Nelson moved to approve the financial reports, subject to audit. Seconded by Lammey. All approved.

Financial reports for December 2016 were reviewed and discussed. Lammey moved to approve the financial reports, with corrections, subject to audit. Seconded by Nelson. All approved.

### PUBLIC COMMENT

Foster: The Historical Society appreciates the donation of a file cabinet.

Whelan: The donation of bunker gear to a men's shelter in Tiawana, Mexico is appreciated.

### FIRE CHIEF'S REPORT

- **Old Business**
  - **Member Handbook**

Staff continues to update sections based on November/December input from the Board of Directors. The Board of Directors requested that Chief Blair make some changes and adjustments to the nepotism policy in the handbook.
  - **Leadership Values Agreement**

Kim Reeves has sent this out and asked for feedback from all staff by February 1, 2017 to prepare for the February 15, 2017 Regular Board Meeting.

- **OROI meeting with Staff, December 08, 2016**  
Chief Blair met with Senior Staff and Line staff on December 08 and went through the results of the request for responses by staff that was made in November. There were 9 member responses to the November request. There were 11 participants at the December review of results. Chief Blair will be working on tabulating the results and suggestions during the month of January and is anticipating a plan to address the 34 recommendation for the February meeting.
- **MOU with Colorado River Fire Rescue**  
Chief Blair is continuing the discussion with the staff of Colorado River Fire Rescue so they can present it to their Board of Directors.
- **Water Tank placement on High Mesa**  
One of the two remote area water tanks has been placed on High Mesa, near the water treatment plant. The tank is intended to be a seasonal water supply source and will be filled in the early spring and drained in the late fall.
- **Accreditation Update**  
Deputy Chief Ferguson will be leading the committee on the preparation of the Community Risk Assessment: Standards of Cover document. All senior staff members will have areas of responsibility in order to complete the process. Deputy Chief Ferguson explained more about the document and process at the meeting.
- **2016 Strategic Plan Update**  
Work is continuing on the 2016 Strategic Plan time table. Chief Blair will be revising the Preliminary Action Plan spreadsheet based on the acceptance of the OROI and the starting of the Accreditation Community Risk Assessment: Standards of Cover. Several of the Strategic Plan items are dependent on the findings and results of these other two (2) documents.

- **New Business**

- **Designation of the “Official” posting place for 24-hour (agenda) notice of District Meetings**  
As per Section 24-6-402(2)©, C.R.S., the Board of Directors needs to designate an Official posting place for 24 hour (agenda) notice of District Meetings. Chief Blair is suggested that this notice location be the Public Notice Board in the lobby of Station #1, 0124 Stone Quarry Road, Parachute, CO 81635. The Board of Directors agrees to continue the listed posting place.
- **Designation of posting of BOD Meeting Time & Location**  
Chief Blair suggested to the Board of Directors that the current locations for posting Board of Directors Meeting Time & Location be retained. The current locations are:  
GVFPD District Offices, Station #1  
GVFPD Station #2  
Parachute Post Office  
Garfield County Clerk & Recorder  
Mesa County Clerk & Recorder  
The Board of Directors agrees to retain the posting places listed above.
- **Designation of Official Newspaper**  
Chief Blair suggested to the Board of Directors that the current newspaper, the Citizen Telegram be retained as the official newspaper for public notifications. The Board of Directors agrees to retain the Citizen Telegram as the official newspaper.
- **Other**  
Chief Blair discussed the letter received from Colorado CPA regarding new ownership. Chief Blair discussed a notice that was received from Colorado State Firefighters Association regarding the option of vision and dental insurance.

- **Staff Report**

- **District participation in recent events**  
Deputy Chief Ferguson discussed some of the events that the District has participated in during the past couple of months, as well as what the Operations Staff has been doing.

- **OPS Report**

Deputy Chief Ferguson discussed the November and December 2016 Operations reports.

- **Other**

The Board of Directors asked Deputy Chief Ferguson to complete a salary survey.

Deputy Chief Ferguson advised the board of Directors that the current bid for Engine 32 is at \$8,800.00 the Board of Directors gave direction to sell Engine 32 for the final bid once the bidding has ended.

- **Board of Director's Report/Comments**

Anderson: URSA is coming up along 302 Road.

The cost related to hosting 1st aid/CPR classes was discussed. Foster made a motion to start charging enough for 1st aid/CPR classes to businesses to cover the cost of the class and materials used. Seconded by Nelson. Motion carries with a vote of Lammey, Foster, Nelson and Anderson for. And Whelan against.

There was a break at 10:45 before the Executive Session

**EXECUTIVE SESSION:**

President Whelan made a motion that the Board of Directors hold an Executive Session per CRS-24-6-402(4)(a)(b) and (e) to receive advise from legal counsel regarding purchase of property and items subject to negotiation and litigation. Seconded by Nelson. All approved. Session attendance Whelan, Foster, Lammey, Anderson, Nelson, Blair, Reeves and Ferguson. Executive session began at 11:10 a.m.

The Executive Session was concluded at 12:35 p.m. and the Regular Board Meeting resumed.

Anderson made a motion to approve Resolution 2017-001. Seconded by Foster. All approved.

**ADJOURN**

There being no further business or discussions the meeting was adjourned at 12:38 a.m.

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Kim Reeves, Administrative Assistant

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Kevin Whelan, Board President

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Bill Nelson, Board Secretary/Treasurer