

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF

CIMARRON HILLS FIRE PROTECTION DISTRICT

Held: Wednesday, March 10, 2010 at 5:30 p.m., at the Cimarron Hills Fire Protection District Office, 1835 Tuskegee Place, Colorado Springs, Colorado

Attendance A regular meeting of the Board of Directors of Cimarron Hills Fire Protection District, Colorado Springs, Colorado, was called to order at 5:35 p.m. and held as shown above and in accordance with the applicable statutes of the State of Colorado with the following directors present and acting:

Tracy Stuehm, President
Mike Rasdall, Vice President
Dennis Richer, Secretary/Treasurer
Robert Lovato, Director

Also present were: Acting Chief Love and Linda Alexander of Collins Cockrel & Cole via teleconference

1. Call to Order and Establish a Quorum President Stuehm opened the meeting at 5:35 p.m. with 4 directors in attendance.
Upon motion by Director Lovato, seconded by Director Richer, the Board unanimously approved to excuse Director Rasdall from the meeting.
2. Approval of the Agenda The Board reviewed the posted Agenda. Item 4.1 was added to the agenda regarding Director Byers resignation and item 8.3 was added regarding the Appointment of Election Judges. **Upon motion by Director Lovato, seconded by Director Rasdall, the Board unanimously approved the Agenda as revised.**
3. Approval of Minutes The Board reviewed the minutes from the February 10, 2010 meeting. **Upon motion by Director Lovato, seconded by Director Richer, the Board unanimously approved the minutes as written.**

The Board reviewed the minutes from the February 1, 2010 meeting. **Upon motion by Director Lovato, seconded by Director Rasdall, the Board unanimously approved the minutes as revised.**

The Board reviewed the minutes from the September 9, 2009 meeting. **Upon motion by Director Stuehm, seconded by Director Rasdall, the Board unanimously approved the minutes as written.**

4. Conflicts of Interest Disclosures No conflict of interest disclosures were voiced.
5. New Business
- a. Director Byers Resignation:** Director Byers sent a resignation letter via email to Director Stuehm dated March 8, 2010. He is still in possession of the Dec. 9, 2009 tapes of the minutes. A letter will be sent to him to return them and any other CHFD property. **Upon motion made by Director Stuehm, seconded by Director Rasdall, the Board unanimously approved to accept Director Byers resignation.**
6. Board Reports
- a. Treasurer's Report:** Acting Chief Love presented the Treasurer's Report to the Board and talked about each line item. The check register was also presented and everything looks good. The only thing that jumped out was the \$5,800.00 to the Fire Store which was for a large PPE order. Director Lovato told Chief to tell Bert he is doing an outstanding job! **Upon motion by Director Richer, seconded by Director Stuehm, the Board unanimously approves the Treasurer's Report.**
- b. Chief's Report:** Acting Chief Love presented the Chief's Report stating that from February 1 – February 28, 2010 there were a total of 90 incidents and the average response time was 5.6 minutes. Incidents responded to in the FFPD was 4 times, Automatic-aid was 2, requested response 1, they come with us, Single response was 1. Incidents responded to by the FFPD in Cimarron Hills were 8, Automatic response 4, request response 1, single response 3 times they took calls. Incidents responded to in other areas were 2. Our rescue and medical services is still the highest area of need, which is at 72.55%. Director Stuehm stated that this report is balanced, best report ever seen. No major incidents to report. For the Reserves there was a total of 651 hours totaling 52 shifts which was pretty consistent with last month. Current program events; the fire department is considering participation in the Prom at Sand Creek High School to talk about drinking and driving. The Fire Flyer is an internal newsletter being worked on. It includes items like birthdays, upcoming events/trainings, and words from the Board and the Chief.

Risk assessment

- **Interacting**
- **How to create a Risk assessment**
- **Map them on the Map**
- **Send Our Crews combine risk with our pre fire plan**
- **Final 3 part series Fire, Medical, Administration of the Department**

- **We explain why they work and the paramount differences**
- **Our goal is to start in May with the New Board**
Also to let the public know why we go to locations in the apparatus
- **Programs Divisions - the intention is to have a rundown for the new board members, and also to spread the word that this is an education for the public.**

Linda Alexander joined the meeting via teleconference at 6:19 p.m.

7. Unfinished Business

- a. **Staffing & Equipment IGA with Falcon Update:** Acting Chief Love presented the IGA and stated that he felt really comfortable with it. There was just one item about placing CHFD materials in a locked cabinet that seemed a little extreme. He recommended that small change to Linda Alexander but she had not been able to speak to Rick Shearer yet. He had tried to call her back the day before. The concerns from the board are related to the 90 day termination period and that it will be the sole discretion on the Falcon Fire Chief on issues related to personnel problems in the station. Director Lovato does not think this is in the best interest of Cimarron Hills. Linda stated there is an appeal process. This was tabled until the next meeting.
- b. **Letter to Falcon Concerning Confidentiality:** Director Stuehm asked Linda Alexander what was happening with this item. Linda was going to have a conversation with Rick Shearer related to this letter.
- c. **Permanent Fire Chief Hiring Process Update:** Director Lovato reported on where the committee was in the Chief Hiring Process. He stated we had lost committee member Director Byers, who in turn was also supposed to find the fifth person for the committee, but there are still three left. They are Battalion Chief Royal, Lifetime member Ken Martinez, and Director/Lifetime Member Robert Lovato. We received resumes from 7 candidates, 4 from different states and 3 from the Colorado Springs area. There will be a spreadsheet with questions and we will score it to come up with total points at the end. Former employee James Rackel applied for the position but he had worked for CHFD a short time and walked out. He is not being considered at this time. Director Lovato stated that as a board we will move forward, let's not interrupt the process, nothing has changed.
- d. **Mill Levy Ballot Question:** The Board discussed the need to start drafting the new Mill Levy Ballot Question. The new Board will make the decision on figures but the process can get started. **Upon motion by Director Lovato, seconded by Director Rasdall, the Board approves to start drafting a Mill Levy question by roll call vote; Director Richer - Yes, Director Lovato - Yes, Director Rasdall - Yes, Director Stuehm - Yes.**

8. New Business

- a. **Auditor:** Director Stuehm suggested it was time to start looking for a new auditor; it is always good to get fresh eyes. Linda Alexander stated she could recommend some Auditors. She said she had a list and would be happy to send them to us.
- b. **Media Review & Discussion:** Director Stuehm stated that as a Board we need to give factual information when speaking to the media and the public. Director Stuehm makes a point to call other board members to inform them of what is going on. Director Richer stated that once a decision is made we need to support that decision. We need a policy in place; there was a code of ethics before.
- c. **Election Judges:** Director Stuehm stated we need to have Election Judges by March 19, 2010. When asked about the vacancy created by Director Byers resignation Linda Alexander stated that the Board would need to appoint someone fill the vacant position. The Board can appoint someone into that position either before the election to serve until the election or wait and appoint in may after the election is over. The Board will appoint a new board member at the regular May meeting after the Election is over. **Upon motion by Director Stuehm, seconded by Director Richer, the Board unanimously approves to compensate Election Judges \$125.00 each. Upon motion by Director Lovato, seconded by Director Rasdall, the Board approved to announce the Election Judges by the next meeting.**

9. Public
Comment

Bill Beahan – There is one definition, this is my opinion to explain my problem and my concern in the manner you may get an answer. I am glad there is an election here this year and at the water district. I learned not everyone understands we are 24/7 on this department. It is opened up some questions. People in the community ask what they are doing, what are they trying to accomplish.

Robert Lovato – We are educating the public it's continual.

Linda Alexander hangs up at 7:07 pm. The Board will call her back in Executive Session.

Dave Maddes – Likes the chart Chief Love made. Suggests that we post it on the web, the more information we have is better. Where are we in the mill levy?

Ken Martinez – When speaking confidentiality, it can fester. Whoever the Chief is, he is responsible for his people in the District, that's a basic rule. A lot of information was leaked out. Within the City, the same person who speaks with the media will have coordinated with the Board to get information out to the to the press or the public in general.

Tracy Stuehm – That has not happened with Director Byers, he did not call other board members when he spoke with the Media.

Andy Anderson – On these minutes, how come there are not previous minutes? Why don't we know about the legal fees? Why can't anything be shared with us.

Mary Hernandez – We are not allowed to know what is going on in the Executive Session. Whoever leaked information should be ashamed of themselves and hanged. We gave them money.

Ray Trujillo – When did director Byers resign? Is there a committee for the hiring of the Chief?

Robert Lovato – This week we will score applicants early. We would like to hire before the next meeting. We will post.

10. Executive Session

Upon motion by Director Lovato, seconded by Director Rasdall, the Board unanimously approved to go into Executive Session pursuant to 24-6-402(4)(b) C.R.S. for advice of legal counsel. The Board entered Executive Session at 7:28 p.m.

Upon motion by Director Stuehm, seconded by Director Richer, the Board unanimously approved to come out of Executive Session at 8:20 p.m.

11. Board Comments

Tracy Stuehm – Tomorrow is Theresa's Preliminary Hearing @ 1:30. Also, the group that used HQ for their Chili Cook Off was very appreciative. They respected the place and left it cleaner than what it was!

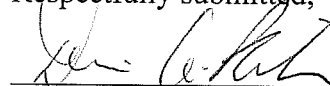
Director Rasdall – Thank you Chief Love for the charts, very good job.

Dennis Richer – send the letter and an open invitation to the Gazette, also thanks for the cookies!

Upon motion duly made by Director Stuehm, seconded by Director Lovato, the meeting was adjourned at 8:31 p.m.

The foregoing constitutes a true and correct copy of the minutes of the above-referenced meeting and was approved by the Board of Directors of the District on 14 day of April, 2010.

Respectfully submitted,



Dennis A. Richer