

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

April 14, 2020

The regular meeting of the Pagosa Fire Protection District Board of Directors was held on Tuesday, April 14, 2020. The meeting was setup as a virtual meeting due to the Pagosa Fire Protection District's Administrative Office closure. These meetings are open to the public.

1. Call To Order

The meeting of April 14, 2020 was called to order at 6:30 p.m. by Chairman Thompson.

Board Members In Attendance

John Thompson (Chairman), Jason Webb (Vice-Chairman), Don Peterson (Secretary/Treasurer), Ronald Beckman (Director and Kim Moore (Director)

Staff Present

Fire Chief Larson, Deputy Chief Macht, Executive Administrative Assistant Brinkmann

2. Pledge of Allegiance

3. Public Comments:

No public comments.

4. Approval of the February 11, 2020 Minutes:

The minutes of the February 11, 2020 were approved on a motion by Kim Moore, seconded by Don Peterson and passed.

5. Approval of the February 25, 2020 Minutes:

The minutes of the February 25, 2020 were approved on a motion by Don Peterson, seconded by Ron Beckman and passed.

6. Approval of the March 10, 2020 Minutes:

The minutes of the March 10, 2020 were approved on a motion by Jason Webb, seconded by Ron Beckman and passed.

7. Old Business:

None

8. New Business

A. Update on the Harman House:

Chief Larson stated the lease for Harman House had been signed and Dispatch was moving forward.

B. Update on 165 N. Pagosa Blvd.:

Chief Larson updated the board on the Lease/Purchase of 165 N. Pagosa Blvd. He stated he would get more answer on the financials by the 28th. They were hoping to set the closing for May 12, 2020.

C. Modified Duty Policy:

Larson included documentation, 4.11 Injury Leave/Worker's Compensation, in the board packets. He stated there was not a section covering "Light Duty" and "Return to Work". After review, Webb inquired if PFPD had a baseline test that was required prior to putting the employee back work. Larson stated the Fire Fit Machine and a modified physical pack test is used for a baseline prior to returning to work. Webb made a motion to approve the Modified Duty Policy, seconded by Beckman and passed.

D. Vehicle Replacement Plan:

Included in the board packet was the Apparatus Replacement Plan 2020-Revised. Larson explained the plan was the same as in 2018 with updated information showing the maintenance for 2019. He stated there were no changes in the scoring system. Beckman made a motion to approve the Vehicle Replacement Plan, seconded by Webb and passed.

E. PFPD Training Plan:

A Training Plan 2020 was included in the board packet for review. Larson explained that Lieutenant McKain and Deputy Chief Macht developed the plan and it was for information only. He stated the plan would be reviewed annually and updated.

F. IGA: Upper San Juan Health Service District and Pagosa Fire Protection District:

An IGA was presented to the board and open for discussion. Larson explained the IGA to the board. Beckman inquired about the word "donated" that was reflected throughout the document. He suggested the word "provided" would be a better option. Peterson made a motion to table the IGA in order to have the IGA reviewed and the word "donated" changed, seconded by Beckman and passed. Webb abstained from approving the motion due to a conflict.

9. Reports:

A. Financial Report: Brinkmann reported:

- A Profit and Loss along with a Balance Sheet was included in the board packet.
- The property taxes for March have been received.
- A scheduled telephone conference has been planned in order to come up with a plan on whether the Auditors will be here May 4 like originally planned.
- Received a Walmart Grant of \$1,500.
- Burn Permit to date: 281.

B. Chief Report:

- Updated the board concerning the COVID-19 plans through multiple public services..
- Area Fire Chiefs sent a letter to Governor Polis stating they are not in favor of a burn ban.
- 7 COVID-19 cases have been reported in Archuleta County.
- The training has been postponed until the Governor has reassessed the stay at home orders.
- The Prevention vehicle should be received mid May or June.
- Administrative Assistant will be starting the 27th.

C. Deputy Chief Report:

- Calls to date: 283
- Training hours to date: 1187
- A COVID response PPE directive and tiering shifts has been written.

10. Good of the Order:

- The volunteers and paid staff have stepped up to COVID-19 situation.
- A Zoom meeting was given to promote Firefighter Johnson to Captain.

There being no further business, the meeting was adjourned at 7:15 p.m.

Respectfully Submitted,



Donald Peterson
Secretary/Treasurer

DISTRICT SEAL

