

**CLEAR CREEK FIRE AUTHORITY
BOARD OF DIRECTOR'S MEETING MINUTES
6:00 p.m., Wednesday, February 10, 2016
Station 1 - Dumont**

I. Call to Order

The meeting was called to order by Chairman, Tim Mauck at 6:46 p.m.

Attending:

Board of Directors:	Tim Mauck	Chairman
	Mike Hillman	Vice Chairman
	Gene Day	Secretary
	Steve Kroll	ESD Representative
	Mark Reynolds	Georgetown Representative
	Tom Hale	Georgetown Representative
	Wendy Koch	Empire Representative
	Chris Frey	Silver Plume Representative
Others in attendance:	Kelly Babeon	Fire Chief
	Brian Oppenheimer	Assistant Chief
	Donna Gee	Recording Secretary
	Bob Cole	Attorney
Guests:	Andy Marsh, City Administrator,	Mark Cucinella

II. Approval of Agenda

It was requested to add under New Business: Soft Hiring Freeze. Chris Frey made a motion to approve the amended February 10, 2016 agenda. Mike Hillman seconded the motion and the amended agenda was approved unanimously.

III. Public Comment/Unscheduled Appearances

No public comment was made.

IV. Reading & Approval of Minutes

Mike Hillman made a motion to approve the January 13, 2016 minutes as presented. Gene Day seconded the motion and the minutes were approved unanimously.

V. Approval of Bills & Financial Report

Bills for Approval/Check Detail

The Bills for Approval and the Check Detail were reviewed by Chief Babeon. It was noted that St. Mary's sanitation is paid in full for the year; bids are out for a detailed cleaning person; CCMRD is punch card for members and apparatus is additional repairs that were needed. No other comments, questions or objections were made. Chris Frey made a motion to accept the Bills for Approval/Check Detail as presented. Tom Hale seconded the motion and the reports were approved unanimously.

Financial Report

The Financial Reports were reviewed by Chief Babeon. Chief Babeon noted the report may be revised with new auditor and audit consultation. No other comments, questions or objections were made. Chris Frey made a motion to accept the Financial Report as presented. Tom Hale seconded the motion and the Financial Reports were approved unanimously.

VI. Old Business

Fire Chief Performance Review

Bob Cole received the feedback from the Board and the information needed from Chief Babeon and provided the document to Dan Qualman. The final document will be discussed in the March meeting; a copy will be emailed to the Board a week prior. Tom Hale made a motion to table the Fire Chief's performance review to the March meeting. Mike Hillman seconded the motion and the tabling of the performance review was approved unanimously.

Capital Plan-Rough Draft

The Chief distributed a rough draft copy of the Capital Plan and noted it needs additional work. The items listed are carried over and some items have been removed. The Board discussed the building needs and Steve Kroll offered to look at Georgetown and the Silver Plume stations. Chief Babeon will redo the Cash Analysis with a capital replacement plan and have a draft for the March meeting. Tom Hale will put together information for a RFB for grants and have a draft for the March meeting; there were no objections.

No other old business was presented

VII. New Business

Soft Hiring Freeze

A soft hiring freeze would not allow replacing a vacant position or creating new positions not in the budget without a detailed Board discussion with justification. Bob Cole will review if there is an impact with the Board's involvement. Chief Babeon is looking to expand the capabilities of the current staff and volunteers. Tom Hale made a motion to approve the soft hiring freeze. Gene Day seconded and the soft hiring freeze was approved unanimously. Bob Cole will put together a resolution for consideration.

VIII. Report from Assistant Chief Brian Oppenheimer

Assistant Chief Oppenheimer distributed a copy of his report and a draft mission statement and reviewed as presented. It was noted that 10 people will be graduating FF1 Academy; for training, a burn building would help with the quality of training and keep the members in the County. The Board requested Assistant Chief Oppenheimer email some additional mission statements. The mission statement was tabled to the March meeting.

IV. Report from Fire Chief Babeon

- A volunteer roster was distributed to the Board, including volunteer hours and reviewed by Chief Babeon as presented.
- Chief Babeon would like to meet with Tom Hale to discuss Ice use activity and resources for ice rescues on Georgetown Lake.
- Chief Babeon noted there is a consistent change in rotation in training.
- For the March meeting, Chief Babeon will have a report with classes, subject and the number in attendance.
- On February 24th an in house Ice Rescue class will be held at 6:00 p.m. and on February 27th, training will be held on the Georgetown Lake.
- Working on an incident management team with the Sheriff's Office, Office of Emergency Management, Public Health and Ambulance.
- The Fire Authority is hosting an emergency responder course in house in April and a hazmat course in March.
- The incident at Cabin Creek, Chief Babeon copied the Board of the email response to 9News. Training will be done with the facility operator this summer. Both Evergreen and Central City provided response.
- Chief Babeon's self evaluation documents were sent to Dan Qualman.

XI. Executive Session

Tim Mauck made a motion to adjourn the meeting of the Clear Creek Fire Authority Board of Directors to enter into executive session pursuant to 24-6-402(4)(b), C.R.S. for a conference with the Fire Authority's Attorneys for the purpose of receiving legal advice regarding termination hearings and claims arising therefrom. Gene Day seconded the adjournment and the motion to enter to executive session was approved unanimously. Tim Mauck indicated that no written minutes will be kept.

Tim Mauck adjourned executive session at 8:36 p.m. Robert Cole, Attorney for the Fire Authority, certified that the discussion in executive session constituted privileged Client, Attorney communications, were appropriate and not recorded..

XI. Announcements


A Health Service District formation plan was noted.

No other announcements were made.

XII. Adjournment

Tim Mauck adjourned the meeting of the Fire Authority Board of Directors at 8:37 p.m.

The next regular scheduled meeting is March 9, 2016 at 6:30 pm at the Fire Authority in Dumont



Tim Mauck, Chairman