

**CORTEZ FIRE PROTECTION DISTRICT
REGULAR BOARD MEETING
June 14, 2017**

CALL TO ORDER and PLEDGE OF ALLEGIANCE

President Orly Lucero called the meeting to order at 6:00 p.m. in the meeting room at Station #1. Roll call followed after the Pledge of Allegiance and the board members present were Rodney Branson, Buck Woodman, Kent Lindsay, Sherri Wright (*by conference call*), and Orly Lucero. Administrative Assistant Wendy Mimiaga, Asst. Chief Shawn Bittle and Chief Jeff Vandevoorde were also present.

APPROVAL OF THE AGENDA

Sherri Wright made a motion to approve the agenda for the June 14, 2017 Board of Directors meeting, Buck Woodman seconded. The agenda was approved on the following vote:

Branson	Lindsay	Woodman	Wright	Lucero
Yes	yes	yes	yes	yes

APPROVAL OF MINUTES

The minutes from the regular Board of Directors meeting, held on May 10, 2017, were brought before the board for approval.

Buck Woodman made a motion to approve the minutes for the regular Board of Directors meeting held on May 10, 2017, Kent Lindsay seconded. The minutes for the meeting were approved on the following vote:

Branson	Lindsay	Woodman	Wright	Lucero
Yes	yes	yes	yes	yes

BILLS AND ACCOUNTS

The board reviewed the list of bills, accounts and the financials included in the Board packet.

Sherri Wright made a motion to accept the bills and financials including the supplemental list of bills, Buck Woodman seconded. The motion passed on the following vote:

Branson	Lindsay	Woodman	Wright	Lucero
Yes	yes	yes	yes	yes

PUBLIC COMMENT

There was no public comment.

CONSTRUCTION UPDATE

Virgil Gray, Building Division Manager for Weeminuche Construction Authority updated the Board on the progress of the new fire station. Mr. Gray reported that the company hired to do the asbestos

abatement for the old admin building had expected to receive the permit to proceed from the State of Colorado on Monday. However, the State did not approve their plan. The original plan was to use a new method involving frozen CO2, which the State had requested they do it that way so they could observe the process. But since the State could not have anyone here for two (2) months, they had to deny the permit, and the contractor had to resubmit using the conventional method. This should be approved by next week and the project completed by June 27 or 28, 2017. This has set back the construction time line, and been a hindrance to the project. If they can get the permit by next week, they will work through the weekend and hand it back over to WCA by the following Monday or Tuesday. WCA will have the debris removed in about two (2) days. This will provide more room and ability to use the site. It has been a hindrance having to work around the building. The project should have started where the building is standing as it is the low end and where the big pile of dirt on site will be needed. Despite the setback, progress is being made.

A pump truck will be brought in next week and pump most of the surrounding walls. The mason will then be brought in. The structure block will go up, and then the veneer block will go up after the roof is on, but it is supported off of the footing. At the top of the veneer is colored block, which we have not yet gotten the final decision for the color from the architect.

President Lucero inquired who was doing the asbestos mitigation. It is Colorado Hazard, the same company working on the old high school.

Mr. Branson inquired about the outside color, and if the architect just needs to tell WCA the type of color it is so it can be ordered, and if they (the architect) delays you is there a contingency plan if they do something to slow you (WCA) down. Mr. Lindsay added that they (the architect) should give back a great big check. Mr. Branson followed with that was what he meant.

Mr. Gray stated that everyone works to get along, and clarified that his question was what will have to be done. He continued that the burden will fall on the mason. He will not be able to do the work as planned and will have to come in twice, possibly costing a little bit more, although Mr. Gray does not think he (the mason) will give them a back charge. They are very good people to work with. Mr. Lindsay again stated that it will not cost him, it will cost the architect more if he delays the project.

Chief Vandevoorde said that if we are talking about the block colors that were reviewed at the meeting, we were not informed that the color choice was needed right away. He was getting feedback from the firefighters, but stated that WCA will have the color choices by tomorrow morning. Mr. Gray reiterated that it is important to make the decision because the manufacturer has to batch it, and it has to be cured.

Mr. Lindsay asked Mr. Gray if he dealt with the architect or with Chief Vandevoorde. Mr. Gray stated that the normal chain of command and communication is through the architect. But added that WCA can be more vocal (with the Chief) about what they need. The Chief added that if there are items that are time sensitive, to please make him aware of them. He will call the architect in the morning.

Mr. Lindsay asked where we stood on value engineering. Mr. Gray said there were several items that were presented during the bid process, but we have not made any decisions on them to date. A few will need to be addressed now, and others down the road. The generator is one of the big ones. The Chief noted that we had already said we wanted to go with the diesel generator versus the natural gas. Mr. Gray stated to make sure they (the architect) get that change to them.

Mr. Branson confirmed that the diesel generated had been chosen then stated that the fuel consideration is another big issue and that we should talk to people who do generators, naming several companies, that if the diesel sits there it goes bad. *(note: the diesel generator was chosen over the natural gas due to a potential \$40 thousand savings, and also reviewed and recommended by the contractor. The fuel will not just sit there, the generator will be run on a test schedule so the diesel will be circulated.)*

CORRESPONDENCE

Included in the packet were inclusions from the Cortez Journal from May 12, 19, 26, 2017. Also, a thank you note from the Mancos Fire Department and Western Excelsior for our assistance with the fire.

REPORT FROM THE ADMINISTRATIVE ASSISTANT

A report of the current financial accounts was included in the packet. The county treasurer's office distributed a total of \$142,473.89 to the district for the month of May, 2017. \$86,098.78 for the general mill levy, and \$56,375.11 for the additional mill levy.

The balance in the State Farm account, as of April 30, 2017, was \$852,697.37. \$130,436.17 was transferred from the 1st Southwest Bank on May 12, 2017. Interest earned in May, 2017 was \$358.12 for a total balance as of May 30, 2017 of \$983,491.66. The interest rate remained at 0.45%.

The jumbo CD of \$261,766.20, rolled over on February 14, 2017, at 1.25%, earned \$267.42 on May 14, 2017, for an updated balance of \$262,526.63.

After visiting the First Nation Bank and the Four Corners Community Bank with the Chief, updates were finally received on the two CD's held at the two (2) banks.

The \$250,000.00 CD deposited at the First National Bank of Cortez on February 14, 2014 for five (5) years with an interest rate of 0.98%, had a balance of \$256,822.35 as of November 14, 2016. From November 14, 2016 to June 6, 2017 the interest earned was \$1,249.61. As of June 6, 2017 the balance is \$258,071.96

The \$300,000.00 CD deposited at the Community Banks of Colorado, now the Four Corners Community Bank, for five (5) years at 1.15% on April 13, 2015, had a balance of \$305,715.85 as of November, 2016. From November, 2016 to May 6, 2017 the interest earned was \$1,233.38. As of May 6, 2017 the balance is \$306,949.23.

It was reported that the total earned on the reserve funds for May, 2017 was \$3,108.53, and the total in the reserve accounts was \$1,811,039.48.

Mr. Lindsay inquired why we do not receive statements and have to go to the banks (First National Bank and Four Corners Community Bank) to get the updates on the CD's. It was reported that they do not issue statements on the CD's they hold, the only bank we receive a monthly statement from for a CD is 1st Southwest bank. Mr. Lindsay said he thought it was illegal not to send out a statement, that we need updates on our investments. The Chief has requested periodic updates on the accounts in the past, but they do not send them out. We have to physically go to the banks for the updates. This is why we only get sporadic updates for the Board. This will be looked into.

The Federal Reserve increased the Fed Funds rate today a ¼ point, at their meeting, from 1% to 1.25%. This shows confidence in the health of the economy. They are looking to possibly raise it again in September.

REPORT FROM THE ASST. CHIEF

Asst. Chief Shawn Bittle included his report and a list of meetings, events and trainings he attended. Asst. Chief Bittle reported the driver operator test is coming up and scheduled for Saturday, June 24, 2017. There are four (4) people testing for three (3) positions. It will consist of a hundred (100) question written test, a scenario based aspect, and an oral interview. All the candidates have all the study material, and know how each portion of the test is weighted.

There is a problem adding the construction camera to our website so the community can follow the progress. The Geeks are looking into it. Over the last 28 days we have reached 4,451 people on Facebook, with 1,947 post engagements and the videos have been viewed 284 times. We have a very good presence on Facebook. People are starting to look to our page for information.

The old auxiliary gym has been demoed at the old high school. We are currently waiting for the asbestos abatement to be completed on the inside before we can go back in and continue with our training.

The Fire Academy is going well. The class is being held at the Mancos Fire District this month. The students have really enjoyed working with each department, and each department has enjoyed hosting a portion of the academy. The class average is currently 85%. Their goal is to graduate with a 90% average. One of the recruits did have to drop out due to scheduling conflicts. We currently have five (5) recruits in the Fire Academy.

REPORT FROM THE FIRE CHIEF

Chief Vandevoorde went over his report and list of meetings that were included in the packet. The Chief reported he received a nice thank you e-mail from the blood bank. We had a very good turnout for the blood drive on Tuesday, May 23, 2017, and collected eighteen (18) units of blood. A couple of firefighters from Dolores and Mancos showed up to donate as well. Summer is usually slow for United Blood Services and they were very happy with the turnout we had.

The new brush truck was delivered on May 3, 2017, and was put in service, after firefighter training, and went on its first call today. Our insurance company, McNeil & Company, came to town for two days, May 18 and 19, 2017, to do harassment training for our employees. This helps us with how they rate us and our insurance rates.

We also hosted eight (8) foreign exchange students and four (4) chaperones on Thursday, May 25, 2017. This group has been coming to the area for over twenty (20) years. We have been hosting them at the fire station for the past several years, they camp out in the training room and we cook them dinner. They are all from different countries and do not have any interaction with their fire or police departments. They really enjoy learning about the fire department, climbing the ladder truck, spraying water, and touring the station and equipment.

Kenny Ford has requested a three (3) month leave of absence. He has sold his house and taken a job in Montrose. He just wanted to keep his options open in case he ended up moving back. He will let us know what he intends to do after the three (3) months. Mr. Ford has been a firefighter here for the past seventeen (17) years.

There were 172 calls during the month of May, 137 EMS calls, 24 fire calls and 11 vehicle accidents. The total calls for the year is 849. This is about 70 calls over the same time last year.

The Chief reported that he just received the ordinance from the City of Cortez approving the purchase of the training house, 928 S. Broadway, in exchange for all fees associated with the new station. The City is requiring the District to accept and sign the ordinance.

Buck Woodman made a motion to approve the Ordinance No. 1224 Series 2017 from the City of Cortez to trade the property located at 928 South Broadway for all the City fees associated with the construction of the new fire station, Rodney Branson seconded. The motion passed on the following vote:

Branson	Lindsay	Woodman	Wright	Lucero
Yes	yes	yes	yes	yes

Mr. Lindsay pointed out that we just wrote a check to the City of Cortez for \$25,000. It was noted that was for the annual dispatch fees. President Lucero mentioned that we are looking at \$14 - \$18 thousand in fees. The Chief added that we will also be receiving a real estate contract for the transaction.

NEW BUSINESS

There was no new business.

OLD BUSINESS

There was no old business.

EXECUTIVE SESSION

Mr. Branson said that he had wanted to go into an executive session tonight to discuss the Board's complaints, possibly under personnel. *(note: no topic for executive session was agendized as required by the open meetings law.)*

Ms. Wright stated that we have to follow certain rules, with personnel issues there is a very strict way to go into executive session, do you feel it falls under that. Ms. Mimiaga has a copy of that *(the laws allowing for executive sessions)*.

Mr. Branson said it was stuff that he really did not think should be public. It regards the letter. Without a name on it there is really nothing we can do anything about.

Ms. Wright added that if the Board receives something that is not signed, it is disregarded as unprovable. If it is someone who is genuinely concerned they would sign it. We have to have a name to confirm *(that it is legitimate)*.

Mr. Woodman stated that he has stuff from another person that has given him his name.

Mr. Branson agreed. With the letter not being signed it has no validity to it. He continued that as a Board we need some stuff discussed and lined out. We can do it in public, it doesn't matter to me.

Ms. Wright said she was not saying we could not go into one (executive session) just that we need to follow the laminated sheet for it to be legal *(Summary of Colorado Executive Session Laws from our attorney Collins, Cockrel & Cole)*.

Mr. Woodman stated that he does have some stuff that will fall under the guidelines on the sheet.

Ms. Mimiaga spoke up stating that in order to have an executive session it has to be agendized, and posted at least twenty-four hours before the meeting, with an explanation on the agenda of why the Board is going into the executive session, and the statutory authority must be cited. The public is entitled to a reasonable expectation of what is to be discussed *(by their representative government)* during the meeting. Even if it is for attorney client privilege, a description of what is to be discussed must be set forth without giving away the privileged information. Otherwise, all business of the District is to be discussed in public. There is very little *(business of the District)* that would qualify for discussion in an executive session.

Mr. Branson asked then we should discuss this all publicly.

It was reiterated that it is all public information.

Mr. Lindsay then stated let's try a different tract. What is we then just asked everybody to excuse us so we can have an open discussion.

Ms. Wright said that we cannot do that, it is an open meeting. We could put it on the agenda for next month. President Lucero agreed. Then it would be agendized.

Mr. Branson then asked if our agendas are posted publicly. The Board replied "yes."*(This is required by Statue and stated in the open meetings law. It is also set by the Board at the first meeting of the year, Resolution No. 1, Series 2017 Resolution to Set Regular Meetings, adopted by the Board January 11, 2017.)*

Mr. Woodman added that he cannot *(talk about it (?))*, the person here doesn't want it that way, so I can't bring my stuff out then.

It was pointed out that if "the person" does not want that *(open discussion)* then "the person" does not have anything to say.

Chief Vandevoorde pointed out that "the person" that went to you (*Mr. Woodman*) did not come to me (*the Chief*). He has no right to come to you (*a Board member*). The Chief continued, that for this Board to go into an executive session for personnel, the only personnel the Board can discuss is the Chief, all other personnel fall under the Chief and is the Chief's personnel. As for "the letter," it should have been given to the Chief, not the Board, and cannot be brought up under executive session.

Mr. Woodman added that he agreed, these are your people. But, someone brought something to me because they don't want to make waves, they love the place, it is nothing like that. But it is not something for everybody to know.

Mr. Branson added that retribution is probably why they don't want to come out. The "letter" thing is totally different. My concern on "the letter" is one thing brought up about the smoke detectors. And now all of a sudden we have a bill in there for fixing it. How long has it been out of service.

The Chief stated that if "the person" who wrote the letter had come in to see him he could have explained all the insinuations.

Mr. Branson stated that he thinks the same, and that is why the letter does not mean anything, but now we are fixing it. How many months was it not working. How long did we go without smoke detectors in the fire station. As a Board I want to know. It is a simple question and it was answered by the fact that we paid a bill for fixing it because it wasn't working. The other parts of the letter, without a name on it is hit and miss.

The Chief explained that the first time the board (*circuit board*) was fried (*short circuited*), due to the leaky roof, and was replaced through the insurance company. The second time, due to the same leaky roof, it was the annunciator panel, that sends the alert from here (the station) to the alarm company. The alarms were working. Someone then disconnected the alarm in the station and pulled the breaker without telling anyone.

Mr. Branson asked if we knew who did that. (*It is unknown*)

The only thing that was not working was the sensor that sends it from the station to the alarm company. The internal alarm was working.

Mr. Woodman asked then if there was a fire (in the station) everyone would have known.

The Chief stated that everyone would have heard the alarm.

Mr. Woodman pointed out that is a huge difference from an alarm not working.

The Chief continued that they ordered the part a while ago, and the reason we did order it is because it will also be used in the new station. It is a \$500 part.

Mr. Lindsay asked who is going to put in the alarms for the new building.

The Chief said it will be Alpine Security.

Mr. Lindsay asked why (*Alpine Security will do the work*), we have an alarm system here that is not functioning properly and they have failed to service it.

The Chief replied that they (*Alpine Security*) do service the system.

Mr. Lindsay asked when?

The Chief explained that they replaced it the first time, it was fried, right away, and the second time they had to order the part, but the alarm was in service.

Mr. Lindsay asked, "and we had to call them and tell them?"

Ms. Wright added that she has had Alpine Security do a lot of work for her, and they have always worked hard. Let's not bash the company. This is something we can discuss in the executive session next month. As far as someone going to a Board member, there is a chain of command we have to follow, and as a Board member, we are not to listen to them. Our first question should be "did you follow the chain of command?"

Mr. Lindsay said that is correct, but in our policy, is there an avenue for a grievance to be filed.

Ms. Wright said that there is.

Mr. Lindsay asked if she was sure.

Ms. Wright stated that it is in their book (*the By-Laws that are in each Board members board book and board manual*). It states that they go to their leader (*immediate supervisor*), then to the Chief. If the Chief does not give you satisfaction then you go to the Board. We are the last person they go to. As a Board member you can visit and interact with anyone you like, but if they are complaining about the department they must follow the chain of command.

Ms. Mimiaga pointed out that it is listed in the Cortez Fire Protection District By-Laws page 14 section 4.11 Communications Between the Board and District Members.

Mr. Branson commented that all of a sudden I was going to bring up executive session and tonight I got all the rules and stuff laid in front of me.

Ms. Mimiaga explained she had just attended the SDA Board Workshop in Durango the previous day, June 13, 2017, that is held every year. Ms. Wright was the only Board member who attended, so Ms. Mimiaga brought the new 2017 SDA Board Member Manual and the new Summary of Colorado Executive Session Laws for each Board member who did not attend, as she has done each year. It is important information that every Board member needs to be familiar with to do their job, and is updated every year.

Mr. Branson asked if only the executive session was the only thing important enough to print out. That this was the only thing she got at the meeting. I went there last year and we did not see anything like this.

Ms. Mimiaga reiterated that these were the only two (2) handouts, as was the same last year. The only difference was that the executive session hand out was blue, not green, and was also given to each Board member. Mr. Branson stated that he was not going to argue the point.

President Lucero asked for the Boards opinion to go ahead and advertise for an executive session for next month.

Ms. Wright stated that we need to do that so we can clarify some questions.

Ms. Mimiaga requested that the Board clarify what the executive session is for and what will be discussed, and based on which state statute. *(so it can be put on the agenda)*

Ms. Wright stated that it will be something about personnel issues. We can put that on there.

Ms. Mimiaga explained that personnel issues cannot be used without knowing who the personnel is that will be discussed.

Mr. Lindsay stated all of them.

Ms. Wright inquired if she could then come in to the office to review the statute.

Ms. Mimiaga encouraged all Boards members to please come in to review the statutes.

Chief Vandevorde also reminded the Board that under personnel issues, the individual to be discussed has the right to have the discussion in an open meeting, not an executive session. You also cannot discuss someone in general, and not give them the right to be present.

Mr. Woodman added that he does not just want to call the Board President to discuss an issue, he wants to discuss it with the whole Board. Where do we do that, where we can just sit and talk about things. There is some stuff that it would be nice to talk with everybody without everyone else here. Is there a way to do that.

It was pointed out that this is a public board for a public entity. All business has to be done in an open meeting. *(as per the Colorado Sunshine law open meetings law C.R.S. 24-6-402)*

Ms. Wright added it has to be advertised unless it is a social gathering.

President Lucero asked if the executive session is to discuss stuff with the Chief and other personnel.

Mr. Branson said he would be welcome. I guess you could say it would be policy.

Again, it was pointed out that policy is public information.

Mr. Branson said you can discuss it before you vote on it.

Again, it was pointed out that it has to be discussed in a public meeting.

Mr. Branson claimed you can discuss in an executive session. You just can't make any decisions. *(Only if it meets the statutory authority listed for an executive session C.R.S. 24-6-402(4))*

Ms. Mimiaga again stated that any kind of public policy is discussed in a public meeting.

Mr. Branson then said here is what I am going to bring up right now and we're going to get it out in the open. What is our policy on going to a fire within the fire operation, are you required to have bunker gear. Why don't we have that in a policy, we're a fire department. Let's get strict about this. We're starting to look pretty bad. We had a deal with the Mancos fire department and we have people with no bunker gear in next to the fire. *(note: this is something that would fall under fire operations and would be stated in an internal SOG's, Standard Operating Guidelines, as put forth by the command staff. This is not a public policy or state statute. The Board of Directors does not have oversight of fire operations.)*

Ms. Mimiaga *(perplexed)* stated that she had no idea what Mr. Branson was talking about.

Mr. Branson said this is not public stuff until we get it discussed out. It is public now.

Ms. Mimiaga stated that she does not understand the question, and does not deal with fire operations.

Mr. Branson again stated that we have a fire personnel inside a fire zone with no bunker gear. Chief Vandevorde stated that the fire was a while ago (*Monday, May 8, 2017*), and you are now bringing up a question tonight at a public meeting (*6 weeks later*) instead of coming to my office to discuss your concerns.

Mr. Branson continued that I can give it to you to look at (*referring to a video*), but the question I have, do we have a policy that requires bunker gear when you're in a fire. (*Mr. Branson stated that he wanted it recorded*)

The Chief replied yes and Mr. Branson wanted to know why we are not following it.

Asst. Chief Bittle spoke up stating that he believed Mr. Branson was referring to him. He continued that we have a policy in regard to cancer prevention, that after a fire you have to wash your turnout gear to extract the carcinogens. There was a fire on Henry St. (*May 2, 2017*) with seven (7) or eight (8) firefighters on scene. The firefighters are going to be in their fire gear more often than the Asst. Chief will be. The Asst. Chief makes sure the firefighters get all of their gear washed before he does, which is a several day process. The Asst. chief did not get to wash his gear until the morning of the Mancos fire. When the call came in, the Asst. Chief responded to the fire, but not in an active firefighting roll, but in an operational, incident command roll. Because the fire was quickly advancing the Asst. Chief stepped in to help pull hose, get people out of the way and move fire trucks as the fire spread. At no time was he inside the fire building, only on the exterior. Asst. Chief Bittle did say that he was at times in an area where there was smoke, but at that fire you could not get away from the smoke.

Mr. Branson stated that he was just concerned about the liability, that he knows Asst. Chief Bittle knows where to be and where not to be.

The Asst. Chief continued that usually the engineer, whoever is pumping the apparatus, will be in some sort of fire protective clothing, but maybe not full bunker gear. (i.e. pants and helmet but not jacket) Their position is at the truck, and the driver/operator should not be getting involved in the fire suppression activities.

Mr. Branson asked if you have a combustion and it blows the wall off and you don't have this stuff on and it comes out and hits you, what's going to happen to our insurance coverage. There's going to be a big liability. The picture of you is between the ladder truck and the burning building, and the ladder truck is being moved because it was too close. If it is too close for the ladder truck, I don't think you should have been there.

Mr. Branson continued that the Buffalo Head Fire Organization filmed it, took pictures. He found out about it two (2) nights ago, brought it up and watched the whole thing. He was looking at it and someone was moving the ladder truck while someone in the street was trying to hit the building with water. We're having to move the ladder truck because it's too close to be putting water where the fire was. It was just a concern of mine. We have to give the best fire protection we can give no matter where it is at. When we look around and see people without bunker gear on going to a fire what does that tell people, other fire departments.

Mr. Lindsay added what does that tell our guys. His concern is that he was unprotected in the hot zone. That is basic firefighting technique. You don't go in without your gear. He added that he understands the heat of the moment.

Asst. Chief responded that he did not go into the fire without his gear.

Mr. Lindsay continued that the Board has to look at it as not only protecting you guys, but protecting the tax payer from litigation.

Asst. Chief further explained that he did not want our firefighters on the scene without supervision. They were able to get the fire trucks moved and out of the way without concern. And Yes, he stated that he would have preferred to have turnout gear there, but it was in the washing machine. Some fire departments give every firefighter two sets of turnout gear so when one is out of commission they have another to use. We do not have the budget to do that. He continued he was doing everything he could, and worked very hard to keep our firefighters safe. Example: He kept our firefighters out of the collapse zone after the fire was far advanced. They wanted to stand in the collapse zone to fight the fire for a building that was already burnt down.

Mr. Branson added that the Asst. Chief's job performance was fine, when you look at it I'm thinking liability if you get hurt and don't have proper PPE on. An attorney is going to sue the Board or the District. Do we need to get an extra set of bunker gear for everybody.

Asst. Chief Bittle stated that we do have some extra bunker gear, but we are low on gear that is within the FPPA ten (10) year limitation. It is a possibility.

Mr. Branson asked what a set cost.
It is about \$5,000.

Mr. Branson added you would want some spares while they are being washed. We need to plan ahead for stuff like this. He does not like to see this kind of stuff being brought up and discussed.

Ms. Wright added that they have the right idea. We need to start looking to get some grants, fundraising.

President Lucero added that when we do the next budget we should put the money aside for it.
(Note: a replacement program is in place and discussed each year during the Fiscal Affairs committee meeting.)

Mr. Branson thanked Asst. Chief Bittle for explaining the situation, and why he did not have any bunker gear on, but if you look at the video the engineer is also shown without his jacket on.

Mr. Woodman added that regarding his stuff, nothing needs to go any further, no waves need to be made. The person was clear it is nothing bad. They just didn't want it discussed in front of everybody. He has now found out that it is not allowed.

Chief Vandevorde added, being in charge of this department, for someone to send a letter unsigned *(to the Board)* is garbage. The Chief cited a meeting he had with one of the Lieutenants who stated that he *(the Chief)* was one of the most accessible persons he has worked with. The Chief continued that he has not had anyone come to his office, or to the Asst. chief, to talk about anything mentioned in the letter. He stated that his door is always open, including the Board members. The Board will bring stuff up at a meeting, for shock value. Come see me.

Mr. Woodman stated that his deal was not for shock value, it was not for you *(the Chief)*, if was for the Board. It was questions for the Board. *(Note previous discussion regarding the District By-laws)*

Mr. Branson stated that he a problem going to an office and discussing anything that is not recorded. We want to make sure everything is clear the way it was said and done.

The Chief asked Mr. Branson why he thought he couldn't have a clear conversation with him.

Mr. Branson said he could, but then when you turn around and walk somewhere else you say it different than if I talk to somebody else. I could bring up an example but I don't want to do that. As a Board member elected by taxpayers I think the discussions need to be recorded, and in executive session they are also recorded. I don't want to talk off record.

Mr. Woodman added that he wanted to talk with the whole Board rather than just going and meeting with one person. My plan was to talk with everybody here and then go visit with you, but I can't go do that to get to you. I need to visit with these guys first to find out what we can and cannot do. It wasn't to bypass you, I want to get the input of everybody before we go to you, but I can't do that.

Ms. Mimiaga pointed out that she just handed out the updated SDA Board Member Manual that describes the job of the Board and all the laws associated with it. A District Board Member Manual was also given to each Board member upon election with all the Districts information, i.e. By-Laws, Personnel Policy Manual, Strategic Plan, Service Plan, Budgets, Sunshine Laws, etc., everything each Board member need to know for the job. A copy of the by-laws, service plan and budget is also always included in the monthly Board book for reference.

Mr. Woodman stated doesn't want to call someone, he feels like he is going behind someone's back if he doesn't include everyone. That way we can sit and talk and then go to the Chief.

Mr. Lindsay asked the Board to consider an additional agenda item to be on the agenda every month. A round table so the Board can discuss things at the end of every meeting. Item 15 would be Board Discussion, if needed. Open board discussion.

Mr. Branson said it would be very beneficial for us *(the Board)*.

Ms. Wright said she liked that.

Mr. Woodman said he would second that.

Ms. Mimiaga explained that if there is a specific item that you know you want to discuss at the Board meeting it needs to be agendized. Anything can be put under new and old business, it does not just have to be something that requires action. The public is entitled to a general expectation of what is to be discussed or take place at the Board meeting. Only if it is something that comes up within the twenty-four (24) hour posting requirement *(24 hrs. before the posted meeting)*, as stated by law, then

it can be added to the agenda at the beginning of the meeting, but no action can be taken. We post the agendas on the Friday prior to the meeting, but they can be updated up to 24 hrs. before the meeting.

President Lucero suggested that the discussion could be added at the beginning of the meeting when the agenda is approved.

Ms. Mimiaga again stated that if you know before the meeting, it needs to be put on the agenda under new or old business. If an emergency comes up within 24 hours of the meeting, it can be added to the agenda at the beginning of the meeting. Otherwise the agenda can be updated up to the 24 hour posting requirement.

Mr. Woodman asked if there was an idea that came up during a discussion at the meeting would you add it to the next agenda. (yes)

President Lucero stated that when we approve the agenda, if there is something you want to discuss we will add it to the agenda. *(Note: As just discussed, "discussions" must be agendized prior to the meeting under new or old business. You cannot just make up the agenda at the beginning of the meeting)*

Mr. Wooman clarified that when we go over the agenda at the beginning of the meeting, we will add something to discuss at the end of the meeting. So we will not need the Round Table Discussion, we will discuss what we want to add to new business at the beginning of the meeting. *(Note: only if it has come up within the 24 hours prior to the meeting. Prior to the 24 hours, it must be added to the posted agenda.)*

Mr. Branson commented that if you know of something you want to discuss more than 24 hours before the meeting, call Wendy and have it added to the agenda.

ADJOURNMENT

Having no further business to come before the board, Rodney Branson made a motion to adjourn the meeting, Kent Lindsay seconded. The motion passed as follows:

Branson	Lindsay	Woodman	Wright	Lucero
Yes	yes	yes	yes	yes

The meeting adjourned at 7:12 p.m.

Orly Lucero – President

Attest:

Kent Lindsay – Secretary/Treasurer