



## Nederland Fire Protection District Board of Directors Regular Meeting Agenda August 5th 2020

### **Roll Call**

Iain Irwin-Powell – Y  
Patrick Richardson – Y  
Todd Wieseler - Y  
Ray Willis - Y  
Henry Zurbrugg -Y  
Chief Dirr – Y

### **Announce Quorum & Call Meeting to Order @ 19:04**

### **Approve the meeting agenda**

### **Acceptance of previous meeting minutes**

- July 1st meeting

### **Chair Statement**

Thanking all of our staff, volunteers, mutual aid providers and multiple other county agencies that assisted on the Alpine Drive call that spanned 10 days. An unprecedented time for a call for a small volunteer department. Thank you to everyone for the long hours covering the investigation and managing our normal call load. I believe the Chief sent out a thank you email to other agencies. Internal AAR to come, multi-agency AAR already happened.

Notice on how we will handle special meeting.

### **Public Statements or Comments**

(Please state name and if in district or out of district for the record)

**Name**                      **District**

### **Treasurer's Report**

### **Chief's Report**

- Calls to date and of note (Call stats sheet)
- Alpine Drive – as much as we can discuss
- Any other pertinent business
- Active volunteer status
- Ambulance inspection completed
- 5601
- Next vehicle to go for service

### **Old Business**

- HR Quotes and investigation – Patrick – Board Resolution Required
- Vehicle Maintenance Update – Chief
- Shift officers daily task list progress – Chief – Progress report
- Volunteer firefighter maintenance costs - Ryan has supplied those - IIP
- Vehicle maintenance contract updates (EVT) - Chief

### **New Business**

- 2021 budget request/discussion – Board
- Job Descriptions
  - Chief
  - Shift Officer /Paramedic
  - Administrator
  - Mechanic
  - Applicant
  - Candidate
  - Active Volunteer
  - Inactive Volunteer
  - Reserve
- Create an up to date member roster
  - Ideally a shared document
  - Updated regularly
  - Contains current certifications
  - Contains expiration dates
  - Shows our member skillsets
- New applicant process
  - How does it work?
  - How many have applied this year/last year
  - Average time between application and acceptance/rejection
  - Is it working?
  - Suggestions for improvement, screening board that meets regularly consisting of Chief, 1 board member, 1 shift officer 1 or 2 volunteers
  - Mentoring
  - Outreach

- Why we need policies
  - Expired medications policy – Board Motion to adopt 5-0-0
  - Advanced provider in EMS policy – Board Motion to adopt 5-0-0
  - Email confidentiality – Board Motion to adopt 5-0-0
  - Dispute process clarification – Board Motion to adopt/discuss – Needs HR policy first
  - Reserve members returning to service – Discussion – needs more clarity
  - Board members on calls – Board Motion to adopt – 5-0-0
- Firefighter safety on calls
  - SES or investigation committee – Board Motion to adopt - Requires proper complaint

**Future Business**

- Elections policy
- Goals
- Web site – Streamline
- 2018 building code adoption

**Public Comment**

(Please state name and if in district or out of district for the record)

**Any other business**

**Special Executive Session**

Personnel issues regarding the fire chief

**Special Meeting Conclusions**

Apology/Explanation to the members involved, note in his personnel file  
 Notice to affected members and shift captains from the board as to why that occurred.

**Next Meeting September 2nd 2020 @ 7pm**

**Adjourn the meeting @ 11:18**