

JEFFERSON-COMO FIRE PROTECTION DISTRICT
MINUTES OF A SPECIAL MEETING
OF THE BOARD OF DIRECTORS

February 28, 2020

The SPECIAL MEETING of the Board of Directors (Board) of the Jefferson-Como Fire Protection District (District) was held at Station No. 5 on Friday, February 28, 2020.

Wayne Miller took an oath of faithful performance and was sworn in by Vice President Ken Parma. The Oath of Director, Notice of Appointment and insurance bond will be filed with the Park County Clerk and Recorder and the Division of Local Government.

1. President Pete Ambrose called the meeting to order at 6:10 p.m. and presided via telephone.

Board Members present and constituting a quorum:

Pete Ambrose, President – via telephone
Ken Parma, 1st Vice President
Clark Carlton, 2nd Vice President
Samuel “Tazz” Stolhand, Secretary – via telephone
Wayne Miller, Treasurer

Directors Absent:

Staff Present:

Chief Gene Nagle and Capt. Gerad Arellano,

Others Present:

2. Agenda

The Special Meeting agenda was approved as presented.

3. Special Meeting Business

a. Consideration and approval of the posting for the position of Fire Chief and for publication in the March 6, 2020 edition of The Flume:

Director Ambrose presented an ad for the Fire Chief’s position for publication in the Flume. The deadline for the applications to be submitted is March 28, 2020. Interested applicants should contact Pete Ambrose at pete@jcfpd.org and will be able to get the Employment Application and Fire Chief – Job Description from the District’s website.

- Director Carlton moved to accept the ad as presented for the Fire Chief’s position and the cost of \$144 per week from March 6 to March 27. Director Parma seconded and the motion passed unanimously.

b. Consideration and approval of the job requirements for applicants and for the revised Fire Chief - Job Description:

The job description, drug, background and credit checks were discussed and it will be required that applicants reside in Park County. It will also be required that applicants have one year to obtain their Colorado certifications. The job posting, with a closing date of March 28, 2020, and a link to the job description will be put on the front page of the District's website.

- Director Stolhand moved to approve the Fire Chief – Job Description with minor clarifications. Director Carlton seconded and the motion passed unanimously.
- Director Carlton moved to approve requiring drug, background and credit investigations, to require the successful applicant get their Colorado certification within one year of hire, reside in Park County, Colorado, and have supervisory experience. Director Miller seconded and the motion passed unanimously.

c. Consideration and approval for revised Employment Application (Recommended and Approved by Attorney Dylan Woods):

- Director Miller moved to accept the revised Employment Application with the addition of drug test to section referencing background and credit investigations. Director Parma seconded and the motion passed unanimously.

4. Adjournment

There was no further business to come before the Board and Director Ambrose moved that the meeting be adjourned. Seconded by Director Carlton, the motion passed and Director Ambrose adjourned the meeting at 6:38 p.m.

CERTIFICATION: The undersigned secretary of the Board of Directors for the Jefferson-Como Fire Protection District certifies that the February 28, 2020 Special Meeting minutes are the official minutes duly entered by the Board at its regular public meeting held on April 8, 2020. Director Stolhand certified the minutes via electronic signature.

Secretary /s/Samuel Stolhand
Samuel Stolhand